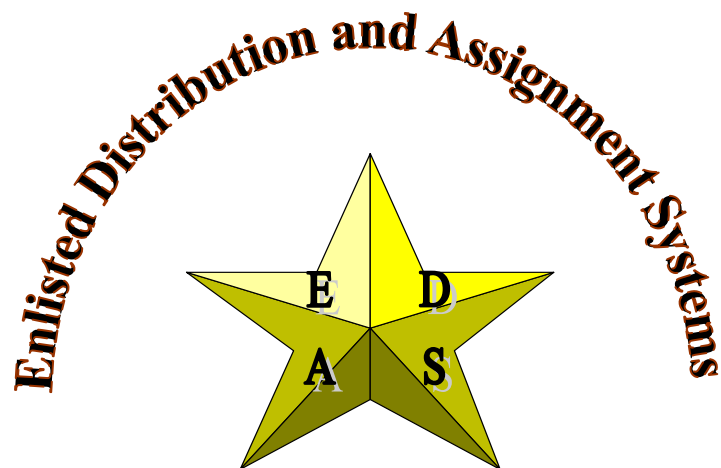


Soldier Support Institute



HELP GUIDE ***FOR BRIGADE S-1s***

January 2006

ENLISTED DISTRIBUTION AND ASSIGNMENT SYSTEM (EDAS)

TABLE OF CONTENTS

HELP

PERNET LOGON LG-1 - LG-7

SECTION 1. *ASSIGNMENT SUBSYSTEM*

(AQ) ASSIGNMENT QUERY
(AS) ASSIGNMENT SI QUERY
(AU) ASSIGNMENT SI MODIFY
(AV) DELETION/DEFERMENT REVIEW

SECTION 2. *KEYVALUE SEARCH*

(HK) KEYVALUE SEARCH

SECTION 3. *LANGUAGE SUBSYSTEM*

(LI) INDIVIDUAL LANGUAGE UPDATE
(LQ) LANGUAGE QUERY

SECTION 4. *MANAGEMENT INFORMATION SUBSYSTEM*

(MM) EMM QUERY
(MO) REPORT REQUEST
(MQ) STAT QUERY

SECTION 5. *ORGANIZATION SUBSYSTEM*

(OQ) ORGANIZATION QUERY

SECTION 6. *PERSONNEL SUBSYSTEM (P1)*

(PC) COMPAT APPLICATIONS
(PD) PERSONNEL DEPLOYMENT QUERY
(PE) EDAS SOLDIER RECORD
(PM) PROMOTION UPDATE
(PO) COMPAT ATTACHMENT REQUEST
(PP) PROMOTION POINT UPDATE
(PQ) PERSONNEL QUERY COMBO
(PS) PERSONNEL SSN QUERY

SECTION 7. REQUISITION SUBSYSTEM (R1)

```
(RH) REQUISITION HISTORY QUERY
(RP) REQUISITION PERSONNEL HISTORY QUERY
(RQ) REQUISITION QUERY
(RS) REQUISITION SPECIAL INSTRUCTION QUERY
```

ASSIGNMENT SUBSYSTEM MENU

```
EA10 ASSIGNMENT SUBSYSTEM          UNCLASSIFIED          13:45    10/DEC/01    ZJU-A10
***** ASSIGNMENT SUBSYSTEM MENU *****

A = DELETION/DEFERMENT APPROVAL
B = ASSIGN RE-TRANSMISSION
C = ASSIGNMENT CONSUME
D = ASSIGNMENT DEFERMENT
F = ASSIGNMENT FUNCTIONAL CHANGES
H = HAAP AVAILABILITY QUERY
L = ASSIGNMENT DELETE
M = MANDATORY ASSIGNMENT
N = ASSIGNMENT HOLD
Q = ASSIGNMENT QUERY
R = SELECT A REQUISITION FOR A SOLDIER - NOT AVAILABLE
S = ASSIGNMENT SI QUERY
U = ASSIGNMENT SI MODIFY
V = DELETION/DEFERMENT REVIEW
X = RETURN TO MAIN MENU

_ ENTER OPTION DESIRED                                WHERE NEXT - _
```

ZJUA1P0

THIS SCREEN DISPLAYS ALL AVAILABLE FUNCTION(S) WITHIN THE ASSIGNMENT SUBSYSTEM
APPLICABLE TO EACH USER.

"EXAMPLE: TYPE "N" IN THE ' ENTER OPTION DESIRED' INPUT FIELD AND PRESS"
" THE ENTER KEY. (I.E., "N" FOR NOMINATION REVIEW)"

THE ASSIGNMENT SUBSYSTEM ENABLES THE MANAGER/USER TO PLACE A SOLDIER ON ASSIGN-
"MENT INSTRUCTIONS EITHER THROUGH A NOMINATION ""ACCEPT"" PROCESS OR BY MANUALLY"
APPLYING THE SOLDIER AGAINST A VALID REQUISITION.

"THE USER MAY ALSO REVIEW, QUERY, OR MODIFY SPECIAL INSTRUCTIONS, ASSIGNMENT" INFORMATION OR DELETE/DEFER A SOLDIER'S ASSIGNMENT.

(AQ) ASSIGNMENT QUERY

```
EAQ1 ASSIGNMENT QUERY                UNCLASSIFIED        12:49   10/DEC/01   ZJU-AQ1
***** ASSIGNMENT SELECTION SCREEN *****
***** ENTER UP TO EIGHT (8) CONTROL AND SERIAL NUMBERS *****
_____

***** -OR- ENTER UP TO EIGHT (8) SOCIAL SECURITY NUMBERS *****
_____

***** -OR- ENTER SINGLE AND/OR RANGE VALUES *****
RQCNSN _____ RQPMAE ____ YMRQC __ RQCYIN __
RQMOSE ____ RQPLSN __ RQSQIE __ RQASIE __ RQLIC __
CONIND _ UNTCA __ DML ____ DMSL ____ RQUPC ____
RQSTE _ RQEXCL _ RQSPRO _ RQAPID _ RQTYPE _
RQCMFE __ RQDTVL __ RQPSIR _ ORDTGC ____## RQNPCY __
INCOMING (I) _ PPA __ RQCMAA _ RQPRTY __

SORT SELECTION (YES/NO/RQCNSN) N
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT      WHERE NEXT - ____
```

ZJUAQP1

THE PURPOSE OF THIS FUNCTION IS TO QUERY ASSIGNMENTS THAT ARE EITHER IN A
"NOMINATION STATUS "N" OR ON HOLD STATUS "M".

YOU MAY ENTER UP TO 8 CONTROL AND SERIAL NUMBERS (RQCNSN) OR ENTER UP TO 8
SOCIAL SECURITY NUMBER (SSN).

"YOU CAN ALSO ENTER A RANGE, E.G. RQCNSN "6EI0001" TO "6EL9999". THIS WILL
PROVIDE YOU WITH SPECIAL INSTRUCTIONS FOR ALL SINGLE AND MULTIPLE SELECTED
"RQCNSN. ANOTHER EXAMPLE OF A RANGE IS; RQPLSN GRADES "3" TO "5" CAN PROVIDE"
"REQUISITIONS FOR GRADE E3 TO E5. IT CAN ALSO BE USED AS A SINGLE VALUE, E.G."
"RQPLSN = "6" WILL PROVIDE YOU WITH ALL OPEN REQUISITIONS FOR GRADE E6."

"YOU MAY ALSO SELECT A COMBINATION OF VALUES. FOR EXAMPLE, RQMOSE = 11B AND
RQPLSN = 8 WILL PROVIDE YOU WITH ALL OPEN REQUISITIONS ON 11B AND GRADE E8.

"SORT SELECTION; IF YOU WANT TO SORT, ENTER "Y" TO BE TAKEN TO THE SORT"
SCREEN. IF YOU WANT TO SORT BY CONTROL AND SERIAL NUMBER (RQCNSN) ENTER
"R" AND PRESS ENTER. THIS WILL PROVIDE YOU WITH ALL RQCNSN ON THE ENTERED"
SELECTION CRITERIA.

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE"
"ENTER" KEY."

(AQ) ASSIGNMENT QUERY

```
EAQ2 ASSIGNMENT QUERY          UNCLASSIFIED          07:40   12/DEC/01   ZJU-AQ2
***** SORT SELECTION SCREEN *****
IN ORDER TO SELECT A SORT SEQUENCE YOU MUST ENTER THE VALUES OF 1 TO 5 INTO
THE BOX NEXT TO THE VARIABLE NAME ON WHICH YOU WISH THE SYSTEM TO SORT. VALUE
"1" INDICATES THE VARIABLE TO BE USED FOR THE HIGHEST LEVEL SORT, VALUE "2"
WILL INDICATE THE NEXT LEVEL OF SORT, ETC.

SORT LEVEL  VARIABLE          SORT LEVEL  VARIABLE          SORT LEVEL  VARIABLE
  _          RQCNSN           _          RQPRTY           _          RQSQIE
  _          RQPMAC           _          RQASIE           _          RQUPC
  _          YMRQC            _          RQLIC            _          RQSTE
  _          RQCYIN           _          UNTCA            _          RQCMFE
  _          RQMOSE           _          DML              _          ORDTGC
  _          RQPLSN           _          DMSL              _          SSN
  _          RQRGDS
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN      WHERE NEXT - _
```

ZJUAQP2

YOU MAY ENTER 1 VARIABLE OR UP TO 5 VARIABLES AT ONE TIME. SELECT THE MOST
"IMPORTANT SORT FIRST, E.G. REQUISITION MOS (RQMOSE) "11B", "11C". ANOTHER"
EXAMPLE IS; (1) 'RQMOSE' AND (2) REQUISITION PAYGRADE (RQPLSN). IT WOULD
"GIVE YOU RQMOSE OF "11B" FIRST, THEN ALL RQPLSN IN THAT MOS. IT WILL THEN"
GIVE THE NEXT ALPHANUMERIC RQMOSE AND ALL CORRESPONDING REQUISITION GRADES
"WITHIN THAT RQMOSE, AND SO FORTH."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE"
" "ENTER" KEY."

(AQ) ASSIGNMENT QUERY

```
EAQ3 ASSIGNMENT QUERY          UNCLASSIFIED      12:52   10/DEC/01   ZJU-AQ3
***** DISPLAY SELECTION SCREEN *****

THE SEARCH HAS FOUND   00032 RECORDS.

  3   PLEASE SELECT A DISPLAY MODE AND ENTER OPTION IN THE BOX AT LEFT.

    1. DETAILED          2. SHORT          3. ONE-LINE          9. EXIT SCREEN

S    PLEASE SELECT AN OUTPUT LOCATION.

S. SCREEN DISPLAY      E. EMAIL      F. FTP      L. LOCAL      M. MAIN      R. REMOTE

1    PLEASE ENTER THE NUMBER OF COPIES.

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN      WHERE NEXT - ____
```

ZJUAQP3

THE SCREEN PROVIDES THE ABILITY TO SELECT THE REPORT FORMAT AND OUTPUT LOCATION.

THE NUMBER OF FOUND WILL APPEAR IN THE UPPER LEFT PORTION OF THE SCREEN. IF "NO RECORDS WERE FOUND SATISFYING THE SEARCH CRITERIA ENTERED ON ZJU-AQ1 SCREEN," A MESSAGE WOULD BE DISPLAYED ADVISING THAT NO RECORDS WERE FOUND AND CONTROL PASSES BACK TO SCREEN ZJU-AQ1.

"IF "9" IS ENTERED IN THE REPORT TYPE INPUT FIELD, THE PROGRAM RETURNS TO THE" ASSIGNMENT SELECTION SCREEN (ZJU-AQ1).

"ON THE REPORT SELECTION SCREEN, THE DEFAULT VALUE OF "3" WILL ALREADY BE" INSERTED IN THE REPORT TYPE INPUT FIELD. THAT MAY BE CHANGED TO THE DESIRED REPORT OPTION.

"THERE ARE THREE DIFFERENT REPORT FORMATS: DETAILED, SHORT AND ONE-LINE. THE" DETAILED REPORT DISPLAYS ONE RECORD AT A TIME AND DISPLAYS THE MOST INFORMATION ABOUT YOUR QUERY. THE SHORT REPORT DISPLAYS THREE RECORDS AT A TIME AND "DISPLAYS LESS INFORMATION THAN THE DETAIL REPORT, BUT MORE THAN THE ONE-LINE." "THE ONE-LINE REPORT DISPLAYS FOURTEEN RECORDS A TIME, AND DISPLAYS THE LEAST" INFORMATION ABOUT YOUR QUERY.

"THE OUTPUT DESTINATION DEFAULT IS "A" TERMINAL DISPLAY. THESE MAY BE CHANGED" AS DESIRED.

"THE MAIN PRINTER "D" IS NOT AVAILABLE FOR THE FIELD."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE" ""ENTER" KEY."

(AQ) ASSIGNMENT QUERY

EAQ4 ASSIGNMENT QUERY				PRIVACY ACT INFO				12:55	10/DEC/01	ZJU-AQ4
***** ONE LINE REVIEW *****										
DTL	SI	STE	ORDTGC	RQPCSC	RQRRD	RQCNSN	RQPRTY	RQPRCE	PPSPQE	SSN
—	E	L	020320	PFED	0203	6KQA464	B4	11B5G00YY	11Z5V2SYY	XXXXXXXXXX
—	E	L	020120	PBEC	0112	9ZNA106	C5	11B5G00YY	11Z5VF7YY	XXXXXXXXXX
—	E	L	020420	PDVD	0204	90MA038	C5	11B5G00YY	11Z5VF7YY	XXXXXXXXXX
—	E	L	020220	PSJC	0112	7XL0008	C5	11B5H00YY	11Z5V5WYY	XXXXXXXXXX
—	E	L	011220	PKSC	0112	9BCA001	C5	11B5H00YY	11Z5P00YY	XXXXXXXXXX
—	E	L	020820	PDVD	0208	5RNA000	C5	11B5L00QB	11Z5P7QB	XXXXXXXXXX
—	E	L	020320	PKSC	0203	5RNA001	C5	11B5L00QB	11Z5V2CQB	XXXXXXXXXX
—	E	L	020220	PKSC	0202	5JM0003	A1	11B5M00YY	11Z5P00YY	XXXXXXXXXX
—	E	L	020220	PAFC	0202	8MJA048	C5	11B5M00YY	11Z5G00YY	XXXXXXXXXX
—	E	L	010820	PCGD	0108	00HA265	Z9	11B5O00YY	11Z5V2SYY	XXXXXXXXXX
—	E	L	011020	PAFD	0110	6EJB418	C5	11B5O00YY	11Z5P00YY	XXXXXXXXXX
—	E	L	020320	PDRD	0203	6KIA804	B4	11B5O00YY	11Z5PF7YY	XXXXXXXXXX
—	E	L	020120	PCXD	0201	6KMB872	B4	11B5O00YY	11Z5PF7YY	XXXXXXXXXX
—	E	L	020120	PDRD	0201	6KMC847	B4	11B5O00YY	11Z5P5WYY	XXXXXXXXXX
—	E	L	020320	PDRD	0203	6KMC851	B4	11B5O00YY	11Z5PJ3AD	XXXXXXXXXX
TO REVIEW SPECIAL INSTRUCTIONS ENTER A "Q" IN SI. TO REVIEW ADDITIONAL REQUISITION/PERSONNEL DATA ENTER A "Y" IN DTL.										
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN.										
RECORD DESIRED: _____ WHERE NEXT - _____										
DISPLAYING RECORDS 00001 THRU 00015 OF 00032 RECORDS										

ZJUAQP4

THE ONE-LINE REPORT SCREEN CAN DISPLAY UP TO FIFTEEN RECORDS AT A TIME. ON THE "LEFT SIDE OF THE SCREEN, ARE TWO INPUT FIELDS: "DTL" AND "SI". TO DISPLAY A "DETAILED REPORT ENTER A "Y" IN THE DTL INPUT FIELD AND PRESS THE "ENTER" KEY." "TO PULL UP THE SI (SPECIAL INSTRUCTIONS) SCREEN ENTER A "Q" IN THE SI INPUT" "FIELD, THE SPECIAL INSTRUCTION REPORT SCREEN (ZJU-AQ8) WILL BE DISPLAYED FOR" "THAT RECORD. AN "E" IN THE SI INPUT FIELD INDICATES SPECIAL INSTRUCTIONS" EXIST.

ON THE BOTTOM OF THE SCREEN IS A MESSAGE TELLING YOU WHAT RECORD IS DISPLAYED "OR A MESSAGE WHEN THE LAST RECORD IS DISPLAYED. PRESS THE "ENTER" KEY TO SEE" "THE NEXT GROUP OF RECORDS OR PRESS THE "F4" FUNCTION KEY TO SEE THE PREVIOUS" SET OF RECORDS. WHEN ALL OF THE RECORDS HAVE BEEN DISPLAYED AND YOU PRESS THE "ENTER" KEY, YOU WILL BE RETURNED TO THE ASSIGNMENT SELECTION SCREEN (ZJU-AQ1).

"YOU CAN TOGGLE TO THE DETAILED REPORT SCREEN BY PRESSING THE "F7" FUNCTION KEY" "OR TO THE SHORT REPORT BY PRESSING THE "F5" FUNCTION KEY."

ONLY ONE INPUT FIELD (DTL OR SI) CAN BE SELECTED FOR DISPLAY. IF BOTH ARE "QUERIED, AN ERROR MESSAGE WILL BE DISPLAYED."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE" "ENTER" KEY."

(AQ) ASSIGNMENT QUERY

EAQ5 ASSIGNMENT QUERY				PRIVACY ACT INFO				12:59	10/DEC/01	ZJU-AQ5	
***** SHORT RECORD REVIEW *****											
DTL	SI	RQSTE	RQPCSC	RQRRD	RQCNSN	RQMOSE	RQPLSN	RQSQIE	RQASIE	RQLIC	
-	E	L	PFED	0203	6KQA464	11B	8	G	00	YY	
SSN		NAME		ORDTGC	DEROS	PMOSEN	PLVLSN	CTSQIE	ASIEN	CTLANG	
XXXXXXXXXX		SMITH JAMES		020320		11Z	8	V	2S/B4/	YY	

DTL	SI	RQSTE	RQPCSC	RQRRD	RQCNSN	RQMOSE	RQPLSN	RQSQIE	RQASIE	RQLIC	
-	E	L	PBEC	0112	9ZNA106	11B	8	G	00	YY	
SSN		NAME		ORDTGC	DROS	PMOSEN	PLVLSN	CTSQIE	ASIEN	CTLANG	
XXXXXXXXXX		SMITH JOHN		020120	861203	11Z	8	V	F7/5W/2B	YY	

DTL	SI	RQSTE	RQPCSC	RQRRD	RQCNSN	RQMOSE	RQPLSN	RQSQIE	RQASIE	RQLIC	
-	E	L	PDVD	0204	90MA038	11B	8	G	00	YY	
SSN		NAME		ORDTGC	DROS	PMOSEN	PLVLSN	CTSQIE	ASIEN	CTLANG	
XXXXXXXXXX		SMITH JOE		020420		11Z	8	V	W8/F7/	YY	

TO REVIEW SPECIAL INSTRUCTIONS ENTER A "Q" IN SI. TO REVIEW ADDITIONAL											
REQUISITION/PERSONNEL DATA ENTER A "Y" IN DTL.											
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN											
RECORD DESIRED: _____ WHERE NEXT - ____											
DISPLAYING RECORDS 00001 THRU 00003 OF 00032 RECORDS											

ZJUAQP5

SCREEN INSTRUCTIONS: THE SHORT REPORT CAN DISPLAY UP TO THREE RECORDS AT A TIME.

"DTL: THE LEFT SIDE OF THE SCREEN HAS AN INPUT FIELD TITLED "DTL" (DETAILED). "ENTER A "Y" IN ONE OR MORE DTL INPUT FIELDS AND PRESS THE "ENTER" KEY AND THE DETAILED REPORT SCREENS (ZJU-AQ6) AND (ZJU-AQ7) WILL BE DISPLAYED FOR EACH RECORD. PRESS "ENTER" AND THE NEXT RECORD WILL BE DISPLAYED FOR EACH RECORD. "AFTER REVIEWING THE LAST RECORD, PRESS "ENTER", AND THE SYSTEM WILL DISPLAY THE NEXT SET OF RECORDS IN ZJU-AQ5 SCREEN.

"SI: NEXT TO DTL IS A COLUMN ENTITLED "SI" (SPECIAL INSTRUCTIONS). AN "E" IS "DISPLAYED WHERE SPECIAL INSTRUCTIONS EXIST. TYPE "Q" IN THE SI INPUT FIELD TO "QUERY THE SI. PRESS "ENTER" AND THE SPECIAL INSTRUCTION REPORT SCREEN" (ZJU-AQ8) WILL BE DISPLAYED. AFTER REVIEWING THE LAST RECORD, PRESS THE " "ENTER" KEY AND THE NEXT SET OF RECORDS WILL BE DISPLAYED."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION. "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE " "ENTER" KEY."

(AQ) ASSIGNMENT QUERY

EAQ6 ASSIGNMENT QUERY				PRIVACY ACT INFO		13:00	10/DEC/01	ZJU-AQ6
***** DETAILED REVIEW *****								
RQCNSN 6KQA464	RQPRTY B4	RQCYIN F2	UNTCA P8	DML UEA	DMSL P11			
SSN XXXXXXXXX	NAME SMITH JOE		UNTCA FC	DML THR	DMSL 3AF			
HDPLDY								
RQMOSE 11B	RQPLSN 8	RQSQIE G	RQASIE 00		RQLIC YY			
PMOSEN 11Z	PLVLSN 8	SQIEN V/P/	ASIEN 2S/B4/ /		CTLANG YY			
PDSI								
VCLOC	VOLOC	JTDOMC	TNGSTA	EFMPCS	NBRPCS			
RQSUDT	RQAPID E	RQPOSN YY	RQLLPR 00	RQLRPR 00	RQLSPR 00			
DTACD 0003	SEX M	RECDV	RLSPR	RLRPR	SLSPR			
RQTRTY S	RQDPTS 5	RQPSIR Y	RQPSST Y	RQPPSR Y				
DROS 911213	MARST M	PSIC F	PRPAS Y	PRPRS				
ORDTGC 020320	RQRRD 0203	RQPCSC PFED	RQSTE L	HAAPIN NB	HBASMT A			
TO VIEW SPECIAL INSTRUCTIONS ENTER A "Q" : E RECORD DESIRED: _____								
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F8 FOR MORE DATA. WHERE NEXT - ____								
DISPLAYING RECORDS 00001 THRU 00001 OF 00032 RECORDS								

ZJUAQP6

"THERE ARE TWO DETAILED REVIEW SCREENS, ZJU-AQ6 IS PART 1 AND ZJU-AQ7 IS PART 2."

SCREEN INSTRUCTIONS: THE DETAILED REPORT SCREEN DISPLAYS ONE RECORD AT A TIME.

"PRESS THE "ENTER" KEY TO SEE THE NEXT RECORD OR PRESS THE "F4" FUNCTION KEY TO SEE THE PREVIOUS RECORD. WHEN ALL RECORDS HAVE BEEN DISPLAYED AND YOU PRESS "ENTER", YOU WILL BE RETURNED TO THE REPORT SELECTION SCREEN (ZJU-AQ1)."

"YOU MAY TOGGLE TO THE ONE-LINE REPORT BY PRESSING THE "F7" FUNCTION KEY."

"THE "F8" FUNCTION KEY TRANSFERS YOU TO AND FROM THE DETAIL SCREENS."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."

"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "ENTER" KEY."

(AQ) ASSIGNMENT QUERY

EAQ7 ASSIGNMENT QUERY				PRIVACY ACT INFO				08:22	11/DEC/01				ZJU-AQ7	
***** DETAILED REVIEW *****														
RQCNSN 6KQA464		RQPRTY B4		RQCYIN F2		UNTCA P8		DML UEA				DMSL P11		
SSN XXXXXXXXXX		NAME JOHNSON SMITH JOE				UNTCA FC		DML THR				DMSL 3AF		
LOC	CP COINER	KS	RQUPC		HP7AA		RQRGDS		RQTYPE I				RQEXCL Y	
LOC	FT MCPHER	GA	CURUPC		ATGAA		RGTAFF		RGTAHB				RGAAST A	
ENLCMT														
SSNSPS		MPCSP		DOB	630728		ASCO	A9/	/	/	/	/	NDEPA	01
PRMSSE				BASD	820811		CONAP				NDEPNC 04			
ACACNB ONOR		DMOSD 11B4O		DTETS 060831		ORSAP								
CNTCTZ US		MEL T	MES 1	DTLAPC 981202		YMEEFM				AEA X		YMAEAT 200201		
ORDTGC 020320		RQRRD 0203		RQSTE L		RQPCSC PFED HAAPIN NB				HBASMT A				
TO VIEW SPECIAL INSTRUCTIONS ENTER A "Q" : E														
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F8 FOR MORE DATA. WHERE NEXT - __														

ZJUAQP7

"THERE ARE TWO DETAILED REVIEW SCREENS, ZJU-AQ7 IS PART 2 AND ZJU-AQ6 IS PART 1."

SCREEN INSTRUCTIONS: THE DETAILED REPORT SCREEN DISPLAYS ONE RECORD AT A TIME.
"PRESS THE "ENTER" KEY TO SEE THE NEXT RECORD OR PRESS THE "F4" FUNCTION KEY TO
SEE THE PREVIOUS RECORD. WHEN ALL RECORDS HAVE BEEN DISPLAYED AND YOU PRESS
"ENTER", YOU WILL BE RETURNED TO THE REPORT SELECTION SCREEN (ZJU-AQ1)."

"YOU MAY TOGGLE TO THE ONE-LINE REPORT BY PRESSING THE "F7" FUNCTION KEY."
"THE "F8" FUNCTION KEY TRANSFERS YOU TO AND FROM THE DETAIL SCREENS."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE
"ENTER" KEY."

(AQ) ASSIGNMENT QUERY

```
EAQ8 ASSIGNMENT QUERY          PRIVACY ACT INFO      13:04   10/DEC/01   ZJU-AQ8
***** SPECIAL INSTRUCTIONS REVIEW *****
RQCNSN      NAME      SSN      RQSTE RQRRD  ORDTGC   RQPRCE      LOCNM
6KQA464 SMITH JOE L   XXXXXXXXX 0203   020320  11B5G00YY CP COINER  KS
***** SPECIAL INSTRUCTIONS (SI) *****
SI BE      ORG SI      TEXT
OFFICIAL TRAVEL ARRANGED THROUGH COMMERCIAL TRAVEL OFFICES NOT UNDER CONTRACT..
TO THE GOVERNMENT IS NOT REIMBURSEABLE.....
IN THE EVENT YOU NEED EMERGENCY ASSISTANCE (LEAVE EXTENSION, CHANGE IN PORT ...
CALL, FAMILY TRAVEL PROBLEMS, ETC) YOU SHOULD CONTACT THE ARMY TRAVELERS' .....
ASSISTANCE CENTER AT (800) 582-5552. DO NOT CONTACT YOUR LOSING OR GAINING UNIT

PAGE 01  OF 01  FOR SI CODE 01 OF 08   NEXT PAGE (N/P) _ NEXT SI (N/P) _
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN

WHERE NEXT - _
```

ZJUAQP8

THIS SCREEN IS STRICTLY THE OUTPUT OF THE SELECTION SCREEN.

THE SPECIAL INSTRUCTIONS (SI) REVIEW SCREEN DISPLAYS ONE RECORD OF SPECIAL INSTRUCTION AT A TIME.

THE UPPER SECTION OF THE SCREEN SHOWS THE REQUISITION AND PERSONNEL DATA FOR THE RECORD. THE LOWER SECTION SHOWS SPECIAL INSTRUCTION CODE (SICODE) AND THE SPECIAL INSTRUCTION TEXT (SITEXT).

"IF THERE ARE NUMEROUS PAGES WITH A SPECIAL INSTRUCTION; GO TO THE "NEXT PAGE" (N/P) " INPUT FIELD AND ENTER "N" FOR THE NEXT PAGE OR "P" FOR THE PREVIOUS PAGE WITHIN THAT SPECIAL INSTRUCTION.

IF THERE ARE TWO (2) OR MORE SPECIAL INSTRUCTIONS FOR THAT REQUISITION; GO TO "THE "NEXT SI (N/P) " INPUT FIELD AND ENTER "N" FOR THE NEXT SPECIAL INSTRUCTION, AND IF YOU NEED TO GO BACK AND READ THE PRIOR SI THEN ENTER "P" FOR THE PREVIOUS SPECIAL INSTRUCTION.

"RECORD DESIRED: AT THE BOTTOM OF THE SCREEN, A MESSAGE WILL DISCLOSE THE "NUMBER OF THE PAGE/RECORD, THEN THE TOTAL NUMBER OF PAGES/RECORDS [DISPLAY REQ 00001 OF 00124]. TO RETRIEVE ANOTHER RECORD ENTER THE NUMBER OF THE RECORD "IN THE "RECORD DESIRED: XXXXX" INPUT FIELD, EXAMPLE: RECORD DESIRED: 00101, "PRESS THE "ENTER" KEY TO SEE RECORD '101'."

WHERE NEXT: IF NO SELECTION IS DESIRED AND THE USER WANTS TO GO TO ANOTHER "SUBSYSTEM/FUNCTION, GO TO "WHERE NEXT" INPUT FIELD AND TYPE THE SUBSYSTEM CODE "AND FUNCTION CODE; EXAMPLE "PQ" FOR PERSONNEL SUBSYSTEM, PERSONNEL QUERY, "AND PRESS THE "ENTER" KEY."

(AS) ASGMT SPEC INSTRUCT QUERY

EAS1 ASGMT SPEC INSTRUCT QUERY UNCLASSIFIED 13:28 10/DEC/01 ZJU-AS1				
***** ASSIGNMENT SPECIAL INSTRUCTION QUERY RECORD SELECTION SCREEN *****				
***** ENTER UP TO EIGHT (8) CONTROL AND SERIAL NUMBERS *****				

***** -OR- ENTER UP TO EIGHT (8) SOCIAL SECURITY NUMBERS *****				

***** -OR- ENTER SINGLE AND/OR RANGE VALUES *****				
RQCNSN _____	_____	RQPMAE __ __	YMRQC _ _	RQCYIN __ __
RQMOSE ____	RQSKL _	RQSQIE _	RQASIE ____	RQLIC ____
UNTCA ____	DML _____	DMSL _____	RQRGDS _____	RQUPC _____
RQSTE _	RQEXCL _	RQSPRO _	RQAPID _	RQTYPE _
RQCMFE ____	RQPLSN __ __	RQPSIR _	RQRRD _____	ORDTGC _____
SORT SELECTION (YES/NO/RQCNSN) N				
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT			WHERE NEXT - ____	

ZJUASPI

THE PURPOSE OF THIS FUNCTION IS TO QUERY SPECIAL INSTRUCTION ON SOLDIERS WHO ARE ON ASSIGNMENT INSTRUCTIONS.

THIS SCREEN IS DIVIDED INTO THREE SECTIONS. THE UPPER SECTION ALLOWS THE USER "TO ENTER ONE TO EIGHT CONTROL AND SERIAL NUMBERS "RQCNSN". THE MIDDLE SECTION "ALLOWS YOU TO ENTER ONE TO EIGHT SOCIAL SECURITY NUMBERS "SSN". THE LOWER SECTION ALLOWS THE USER TO SELECT ON OTHER FIELDS WITH RANGES AND/OR SINGLE VALUES.

DATA CAN ONLY BE ENTERED IN ONE SECTION PER QUERY. IF THE USER ATTEMPTS TO "ENTER DATA ON MORE THAN ONE SECTION OF THE SCREEN, THE USER WILL RECEIVE AN" ERROR MESSAGE.

"RQCNSN: ENTER A VALID "RQCNSN" (REQUISITION CONTROL AND SERIAL NUMBER). BY "ENTERING A VALID RQCNSN, THE SYSTEM WILL SEARCH FOR AND DISPLAY THE" REQUISITION RECORD WITH THAT PARTICULAR RQCNSN. EXAMPLE: ENTERING RQCNSN "OF "6E50063" WILL DISPLAY THE REQUISITION INFORMATION FOR THIS RECORD. UP "TO EIGHT (8) RQCNSN MAY BE QUERIED AT A TIME.

SSN: ENTER AN SSN (SOCIAL SECURITY NUMBER). THE SYSTEM WILL SEARCH FOR AND DISPLAY THE RECORD WITH THAT PARTICULAR SSN. UP TO EIGHT (8) SSN MAY BE QUERIED AT A TIME.

SINGLE VALUES AND/OR RANGES: ENTER A VALUE AND/OR RANGE FOR ONE OR MORE OF THE ASSIGNMENT DATA FIELDS. DATA ELEMENTS AND DATA CHAINS WITH THEIR ACCEPTABLE VALUES ARE CONTAINED IN THE TAPDB REQUISITION DATABASE DATA REQUIREMENTS DOCUMENT. VALUES AND CODES CAN BE EXTRACTED FROM THE KEYVALUE "FUNCTION (HK). THE USER CANNOT ENTER "RQCNSN" AND "SSN" IN THE UPPER PORTION OF THE SCREEN AND ENTER SPECIFIC VALUES AND RANGES IN THE LOWER

PORTION OF THE SCREEN (USER WILL RECEIVE AN ERROR MESSAGE). THIS SCREEN
ALLOWS THE USER TO RANGE ON THE FOLLOWING FIELDS IN THE LOWER SECTION:
"RQCNSN, RQPM AE, YMRQC, RQCYIN, AND RQPLSN."

LISTED BELOW ARE THE FIELDS FROM THE SELECTION SCREEN (READ ACROSS THE SCREEN):

"- RQCNSN = REQUISITION CONTROL & SERIAL NUMBER"
"- RQPM AE = REQUISITION GAINING PERSONNEL MANAGEMENT ACTIVITY"
"- YMRQC = YEAR-MONTH REQUISITION CYCLE (CONVERSION TABLE)"
"- RQCYIN = REQUISITION CYCLE OF INPUT"
"- RQMOSE = REQUISITION MILITARY OCCUPATIONAL SPECIALTY"
"- RQSKL = REQUISITION SKILL LEVEL"
"- RQSQIE = REQUISITION SPECIAL QUALIFICATIONS IDENTIFIER"
"- RQASIE = REQUISITION ADDITIONAL SKILL IDENTIFIER"
"- RQLIC = REQUISITION LANGUAGE IDENTIFIER"
"- UNTCA = UNIT COMMAND OF ASSIGNMENT"
"- DML = DISTRIBUTION MANAGEMENT LEVEL"
"- DMSL = DISTRIBUTION MANAGEMENT SUBLEVEL"
"- RQRGDS = REQUISITION REGIMENTAL DESIGNATOR"
"- RQUPC = REQUISITION UNIT PROCESSING CODE"
"- RQSTE = REQUISITION STATUS"
"- RQEXEL = REQUISITION EXCLUSION"
"- RQSPRO = REQUISITION SPECIAL QUALIFICATION PROFILE"
"- RQAPID = REQUISITION AUTHORIZED PERSONNEL IDENTITY - SEX"
"- RQTYPE = REQUISITION TYPE"
"- RQCMFE = REQUISITION CAREER MANAGEMENT FIELD"
"- RQPLSN = REQUISITION PAY LEVEL SERIAL NUMBER"
"- RQPSIR = REQUISITION PERSONNEL SECURITY INVESTIGATION REQUIRED"
"- RQRRD = REQUISITION REQUESTED REPORT DATE"
"- ORDTGC = ON ORDERS PRESCRIBED REPORTING DATE"

SORT: THE SORT SELECTION SCREEN LETS THE USER DETERMINE THE ORDER IN WHICH
OUTPUT IS DISPLAYED. WHEN SORTING THERE ARE THREE (3) OPTIONS AVAILABLE:
" "N" NO SORT, "Y" VIEW THE SORT SELECTION SCREEN (ZJU-AS2), AND "R"
DEFAULT"
SORT ON 'RQCNSN'.

"THE SYSTEM WILL DEFAULT THE SORT SELECTION SCREEN TO "N". IF THE USER DOES NOT"
" WISH TO SORT OUTPUT, PRESS THE 'ENTER' KEY AFTER TYPING THE SEARCH CRITERIA."
THE USER WILL BYPASS THE SORT SELECTION SCREEN AND PROCEED TO THE SPECIAL
"INSTRUCTION (SI) QUERY SCREEN (ZJU-AS4). IF "SORT" IS NOT USED, REQUISITIONS"
WILL BE DISPLAYED IN THE ORDER THEY ARE POSTED ON THE DATABASE.

"TO SORT OUTPUT BY RQCNSN, TYPE "R" OVER THE SYSTEM DEFAULT VALUE OF "N".
"AFTER PRESSING THE 'ENTER' KEY, THE NEXT SCREEN DISPLAYED IS THE SPECIAL"
INSTRUCTIONS QUERY SCREEN (ZJU-AS4); BY-PASSING THE SORT SELECTION SCREEN
"(ZJU-AS2). TO ENTER SORT CRITERIA, TYPE "Y" OVER THE SYSTEMS DEFAULT "N" AND"
PRESS THE 'ENTER' KEY.

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE"
" "ENTER" KEY."

(AS) ASGMT SPEC INSTRUCT QUERY

```
EAS2 ASGMT SPEC INSTRUCT QUERY UNCLASSIFIED 13:37 10/DEC/01 ZJU-AS2
***** SORT SELECTION SCREEN *****
IN ORDER TO SELECT A SORT SEQUENCE YOU MUST ENTER THE VALUES OF 1 TO 5 INTO
THE BOX NEXT TO THE VARIABLE NAME YOU WISH THE SYSTEM TO SORT ON. VALUE "1"
INDICATES THE VARIABLE TO BE USED FOR THE HIGHEST LEVEL SORT, VALUE "2" WILL
INDICATE THE NEXT LEVEL OF SORT, ETC.

SEQUENCE    VARIABLE    SEQUENCE    VARIABLE    SEQUENCE    VARIABLE
  _         RQCNSN      _         RQSQIE      _         RQRGDS
  _         RQPMAE      _         RQASIE      _         RQUPC
  _         YMRQC       _         RQLIC       _         RQSTE
  _         RQCYIN      _         UNTCA       _         RQEXCL
  _         RQMOSE      _         DML         _         RQSPRO
  _         RQPLSN      _         DMSL        _         RQCMFE

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN      WHERE NEXT - _
```

ZJUASP2

THE SORT SELECTION SCREEN: THIS SCREEN LETS THE USER DETERMINE THE ORDER IN WHICH OUTPUT IS DISPLAYED.

THE USER MAY ENTER 1 VARIABLE OR UP TO 5 VARIABLES AT ONE TIME. SELECT THE "MOST IMPORTANT SORT FIRST, E.G. REQUISITION MOS (RQMOSE) "11B"; "11C"." ANOTHER EXAMPLE IS; (1) 'RQMOSE' AND (2) REQUISITION PAYGRADE (RQPLSN). IT "WOULD GIVE YOU RQMOSE OF "11B" FIRST, AND ALL RQPLSN IN THAT MOS. IT WOULD "THEN GIVE THE NEXT ALPHANUMERIC RQMOSE "11C" AND ALL CORRESPONDING REQUISITION "GRADES WITHIN THAT RQMOSE, AND SO FORTH."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "ENTER" KEY."

(AS) ASGMT SPEC INSTRUCT QUERY

```
EAS4 ASGMT SPEC INSTRUCT QUERY  PRIVACY ACT INFO  13:39  10/DEC/01  ZJU-AS4
***** SPECIAL INSTRUCTIONS QUERY *****
RQCNSN      NAME      SSN      RQSTE RQRRD  ORDTGC  RQPRCE      LOCNM
5MMA021 SMITH JOE      XXXXXXXXX  L   0201   020120  75H4B00YY FT MCNAIR  DC
***** SPECIAL INSTRUCTIONS (SI) *****
SI BE      ORG SI      TEXT
OFFICIAL TRAVEL ARRANGED THROUGH COMMERCIAL TRAVEL OFFICES NOT UNDER CONTRACT..
TO THE GOVERNMENT IS NOT REIMBURSEABLE.....
IN THE EVENT YOU NEED EMERGENCY ASSISTANCE (LEAVE EXTENSION, CHANGE IN PORT ...
CALL, FAMILY TRAVEL PROBLEMS, ETC) YOU SHOULD CONTACT THE ARMY TRAVELERS' .....
ASSISTANCE CENTER AT (800) 582-5552. DO NOT CONTACT YOUR LOSING OR GAINING UNIT

PAGE 01  OF 01  FOR SI CODE 01 OF 07  NEXT PAGE (N/P) _ NEXT SI (N/P) _
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN
DISPLAYING REQ  00001 OF 00391  RECORD DESIRED:  _____  WHERE NEXT -  ____
```

ZJUASP4

THIS SCREEN IS STRICTLY THE OUTPUT OF THE SELECTION SCREEN.

THE SPECIAL INSTRUCTIONS (SI) REVIEW SCREEN DISPLAYS ONE RECORD OF SPECIAL INSTRUCTION AT A TIME.

THE UPPER SECTION OF THE SCREEN SHOWS THE REQUISITION AND PERSONNEL DATA FOR THE RECORD. THE LOWER SECTION SHOWS SPECIAL INSTRUCTION CODE (SICODE) AND THE SPECIAL INSTRUCTION TEXT (SITEXT).

IF THERE ARE NUMEROUS PAGES WITH A SPECIAL INSTRUCTION; GO TO THE 'NEXT PAGE (N/P)' INPUT FIELD AND ENTER "N" FOR THE NEXT PAGE OR "P" FOR THE PREVIOUS PAGE WITHIN THAT SPECIAL INSTRUCTION.

IF THERE ARE TWO (2) OR MORE SPECIAL INSTRUCTIONS FOR THAT REQUISITION; GO TO THE 'NEXT SI (N/P)' INPUT FIELD AND ENTER "N" FOR THE NEXT SPECIAL INSTRUCTION, AND IF YOU NEED TO GO BACK AND READ THE PRIOR SI THEN ENTER "P" FOR THE PREVIOUS SPECIAL INSTRUCTION.

"RECORD DESIRED: AT THE BOTTOM OF THE SCREEN, A MESSAGE WILL DISCLOSE THE "NUMBER OF THE PAGE/RECORD, THEN THE TOTAL NUMBER OF PAGES/RECORDS [DISPLAY REQ 00001 OF 00124]. TO RETRIEVE ANOTHER RECORD ENTER THE NUMBER OF THE RECORD ON THE 'RECORD DESIRED: ' INPUT FIELD, EXAMPLE: RECORD DESIRED: 00101," PRESS THE 'ENTER' KEY TO SEE RECORD '101'.

WHERE NEXT: IF NO SELECTION IS DESIRED AND THE USER WANTS TO GO TO ANOTHER "SUBSYSTEM/FUNCTION, GO TO "WHERE NEXT" INPUT FIELD AND TYPE THE SUBSYSTEM CODE "AND FUNCTION CODE; EXAMPLE 'AQ' FOR ASSIGNMENT SUBSYSTEM, ASSIGNMENT QUERY," AND PRESS THE 'ENTER' KEY.

(AU) ASGMT SI CREATE/MODIFY

EAU1 ASGMT SI CREATE/MODIFY		UNCLASSIFIED		13:49	10/DEC/01	ZJU-AU1	
***** ASSIGNMENT SPECIAL INSTRUCTION RECORD SELECTION SCREEN *****							
***** ENTER UP TO EIGHT (8) CONTROL AND SERIAL NUMBERS *****							

***** -OR- ENTER UP TO EIGHT (8) SOCIAL SECURITY NUMBERS *****							

***** -OR- ENTER SINGLE AND/OR RANGE VALUES *****							
RQCNSN	_____		RQPMAE	__ __	YMRQC	_ _	
RQMOSE	__	RQSKL	_	RQSQIE	_	RQASIE	__
UNTCA	__	DML	__	DMSL	__	RQRGDS	_____
RQSTE	_	RQEXCL	_	RQSPRO	_	RQAPID	_
RQCMFE	__	RQPLSN	_ _	RQPSIR	_	RQRRD	_____
						ORDTGC	_____
SORT SELECTION (YES/NO/RQCNSN) N							
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT						WHERE NEXT - __	

ZJUAUP1

"THIS FUNCTION ALLOWS THE USER THE OPTION OF CREATING, MODIFYING, OR DELETING" THE SPECIAL INSTRUCTION CODE (SICODE) AND/OR SPECIAL INSTRUCTION TEXT (SITEXT) INDIVIDUALLY FOR EACH ASSIGNMENT RECORD.

THIS SCREEN IS DIVIDED INTO THREE SECTIONS. THE UPPER SECTION ALLOWS YOU TO "ENTER ONE TO EIGHT CONTROL AND SERIAL NUMBERS "RQCNSN". THE MIDDLE SECTION" "ALLOWS YOU TO ENTER ONE TO EIGHT SOCIAL SECURITY NUMBERS "SSN". THE LOWER" SECTION ALLOWS THE USER TO SELECT ON OTHER FIELDS WITH RANGES AND/OR SINGLE VALUES.

DATA CAN ONLY BE ENTERED IN ONE SECTION PER QUERY. IF YOU ATTEMPT TO ENTER "DATA ON MORE THAN ONE SECTION, YOU WILL RECEIVE AN ERROR MESSAGE."

RQCNSN: ENTER A VALID RQCNSN (REQUISITION CONTROL AND SERIAL NUMBER). BY "ENTERING A VALID RQCNSN, THE SYSTEM WILL SEARCH FOR AND DISPLAY THE" REQUISITION RECORD WITH THAT PARTICULAR RQCNSN. EXAMPLE: ENTERING RQCNSN "OF "6E50063" WILL DISPLAY THE REQUISITION INFORMATION FOR THIS RECORD. UP TO" EIGHT (8) RQCNSN MAY BE QUERIED AT A TIME.

"SSN: ENTER A VALID SSN (SOCIAL SECURITY NUMBER). BY ENTERING A VALID SSN, THE" SYSTEM WILL SEARCH FOR AND DISPLAY THE RECORD WITH THAT PARTICULAR SSN. UP TO EIGHT (8) SSN MAY BE QUERIED AT A TIME.

SINGLE VALUES AND/OR RANGES: ENTER A VALUE AND/OR RANGE FOR ONE OR MORE OF THE ASSIGNMENT DATA FIELDS. DATA ELEMENTS AND DATA CHAINS WITH THEIR ACCEPTABLE VALUES ARE CONTAINED IN THE TAPDB REQUISITION DATABASE DATA REQUIREMENTS DOCUMENT. VALUES AND CODES CAN BE EXTRACTED FROM THE KEYVALUE FUNCTION (HK). "THE USER CANNOT ENTER "RQCNSN" AND "SSN" IN THE UPPER PORTION OF THE" SCREEN AND ENTER SPECIFIC VALUES AND RANGES IN THE LOWER PORTION OF THE SCREEN (USER WILL RECEIVE AN ERROR MESSAGE). THIS SCREEN ALLOWS THE YOU TO

"RANGE ON THE FOLLOWING FIELDS IN THE LOWER SECTION: RQCNSN, RQPMAE, YMRQC, "RQCYIN, AND RQPLSN."

LISTED BELOW ARE THE FIELDS FROM THE SELECTION SCREEN (READ ACROSS THE SCREEN):

- "- RQCNSN = REQUISITION CONTROL & SERIAL NUMBER"
- "- RQPMAE = REQUISITION GAINING PERSONNEL MANAGEMENT ACTIVITY"
- "- YMRQC = YEAR-MONTH REQUISITION CYCLE (CONVERSION TABLE)"
- "- RQCYIN = REQUISITION CYCLE OF INPUT"
- "- RQMOSE = REQUISITION MILITARY OCCUPATIONAL IDENTIFIER"
- "- RQSKL = REQUISITION SKILL LEVEL"
- "- RESQIE = REQUISITION SPECIAL QUALIFICATIONS IDENTIFIER"
- "- RQASIE = REQUISITION ADDITIONAL SKILL IDENTIFIER"
- "- RQLIC = REQUISITION LANGUAGE IDENTIFIER"
- "- UNTCA = UNIT COMMAND OF ASSIGNMENT"
- "- DML = DISTRIBUTION MANAGEMENT LEVEL"
- "- DMSL = DISTRIBUTION MANAGEMENT SUBLEVEL"
- "- RQRGDS = REQUISITION REGIMENTAL DESIGNATOR"
- "- RQUPC = REQUISITION UNIT PROCESSING CODE"
- "- RQSTE = REQUISITION STATUS"
- "- RQEXEL = REQUISITION EXCLUSION"
- "- RQSPRO = REQUISITION SPECIAL QUALIFICATION PROFILE"
- "- RQAPID = REQUISITION AUTHORIZED PERSONNEL PROFILE - SEX"
- "- RQTYPE = REQUISITION TYPE"
- "- RQCMFE = REQUISITION CAREER MANAGEMENT FIELD"
- "- RQPLSN = REQUISITION PAY LEVEL SERIAL NUMBER"
- "- RQPSIR = REQUISITION PERSONNEL SECURITY INVESTIGATION REQUIRED"
- "- RQRD = REQUISITION REQUESTED REPORT DATE"
- "- ORDTGC = ON ORDERS PRESCRIBED REPORTING DATE"

SORT: THE SORT SELECTION SCREEN LETS THE USER DETERMINE THE ORDER IN WHICH OUTPUT IS DISPLAYED. WHEN SORTING THERE ARE THREE (3) OPTIONS AVAILABLE: ""N"" NO SORT, ""Y"" VIEWS THE SORT SELECTION SCREEN (ZJU-AU2), AND ""R"" DEFAULT SORT ON 'RQCNSN'.

"THE SYSTEM WILL DEFAULT THE SORT SELECTION SCREEN TO ""N"". IF THE USER DOES NOT WISH TO SORT OUTPUT, PRESS THE 'ENTER' KEY AFTER TYPING THE SEARCH CRITERIA, THE USER WILL BYPASS THE SORT SELECTION SCREEN AND PROCEED TO THE SPECIAL INSTRUCTION (SI) QUERY SCREEN (ZJU-AU4). IF ""SORT"" IS NOT USED, REQUISITIONS WILL BE DISPLAYED IN THE ORDER THEY ARE POSTED ON THE DATABASE.

"TO SORT OUTPUT BY RQCNSN, TYPE ""R"" OVER THE SYSTEM DEFAULT VALUE OF ""N"". AFTER PRESSING THE 'ENTER' KEY, THE NEXT SCREEN DISPLAYED IS THE SPECIAL INSTRUCTIONS QUERY SCREEN (ZJU-AU4); BYPASSING THE SORT SELECTION SCREEN (ZJU-AU2). TO ENTER SORT CRITERIA, TYPE ""Y"" OVER THE SYSTEMS DEFAULT ""N"" AND PRESS THE 'ENTER' KEY.

(AU) ASGMT SI CREATE/MODIFY

```
EAU2 ASGMT SI CREATE/MODIFY      UNCLASSIFIED      13:50   10/DEC/01   ZJU-AU2
***** SORT SELECTION SCREEN *****
IN ORDER TO SELECT A SORT SEQUENCE YOU MUST ENTER THE VALUES OF 1 TO 5 INTO
THE BOX NEXT TO THE VARIABLE NAME YOU WISH THE SYSTEM TO SORT ON.  VALUE "1"
INDICATES THE VARIABLE TO BE USED FOR THE HIGHEST LEVEL SORT, VALUE "2" WILL
INDICATE THE NEXT LEVEL OF SORT, ETC.

SEQUENCE    VARIABLE          SEQUENCE    VARIABLE          SEQUENCE    VARIABLE
  _         RQCNSN             _         RQSQIE             _         RQRGDS
  _         RQPMAE             _         RQASIE             _         RQUPC
  _         YMRQC              _         RQLIC              _         RQSTE
  _         RQCYIN             _         UNTCA              _         RQEXCL
  _         RQMOSE             _         DML                _         RQSPRO
  _         RQPLSN             _         DMSL                _         RQCMFE

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN      WHERE NEXT - _
```

ZJUAUP2

THE SORT SELECTION SCREEN: THIS SCREEN LETS THE USER DETERMINE THE ORDER IN WHICH OUTPUT IS DISPLAYED.

THE USER MAY ENTER 1 VARIABLE OR UP TO 5 VARIABLES AT ONE TIME. SELECT THE "MOST IMPORTANT SORT FIRST, E.G. REQUISITION MOS (RQMOSE) "11B"; "11C"." ANOTHER EXAMPLE IS: (1) 'RQMOSE' AND (2) REQUISITION GRD (RQPLSN). IT WOULD "GIVE YOU THE RQMOSE OF "11B" FIRST, THEN ALL GRADES IN THAT MOS. IT WOULD THEN " GIVE THE NEXT ALPHANUMBERERIC RQMOSE "11C" AND ALL CORRESPONDING REQUISITION" "GRADES WITHIN THAT RQMOSE, AND SO FORTH."

(AU) ASGMT SI CREATE/MODIFY

```
EAU4 ASGMT SI CREATE/MODIFY      PRIVACY ACT INFO   13:52   10/DEC/01   ZJU-AU4
***** SPECIAL INSTRUCTIONS UPDATE *****
RQCNSN      NAME      SSN      RQSTE RQRD  ORDTGC   RQPRCE      LOCNM
FBIA100 SMITH JOE      XXXXXXXXX  L   0204   0204   75H4000YY FT BLISS  TX
***** SPECIAL INSTRUCTIONS (SI) *****
SI BE      ORG SI  _____  TEXT      QUERY TEMPLATE (Y/N)  _
OFFICIAL TRAVEL ARRANGED THROUGH COMMERCIAL TRAVEL OFFICES NOT UNDER CONTRACT..
TO THE GOVERNMENT IS NOT REIMBURSEABLE.....
IN THE EVENT YOU NEED EMERGENCY ASSISTANCE (LEAVE EXTENSION, CHANGE IN PORT ...
CALL, FAMILY TRAVEL PROBLEMS, ETC) YOU SHOULD CONTACT THE ARMY TRAVELERS' .....
ASSISTANCE CENTER AT (800) 582-5552. DO NOT CONTACT YOUR LOSING OR GAINING UNIT

A019 AUP4  PERSONNEL DATA IS INCOMPLETE
PAGE 01  OF 01  FOR SI CODE 01 OF 06   NEXT PAGE (N/P)  _  NEXT SI (N/P)  _
PRESS ENTER TO CONTINUE , F1 FOR HELP OR F3 TO RETURN
DISPLAYING REQ  00001 OF 01515   RECORD DESIRED:  _____  WHERE NEXT -  _____
```

ZJUAUP4

THE SPECIAL INSTRUCTIONS (SI) REVIEW SCREEN DISPLAYS ONE RECORD OF SPECIAL INSTRUCTION AT A TIME.

THE UPPER SECTION OF THE SCREEN SHOWS THE REQUISITION AND PERSONNEL DATA FOR THE RECORD. THE LOWER SECTION SHOWS SPECIAL INSTRUCTION CODE (SICODE) AND THE SPECIAL INSTRUCTION TEXT (SITEXT).

IF THERE ARE NUMEROUS PAGES WITH A SPECIAL INSTRUCTION; GO TO THE 'NEXT PAGE' (N/P) ' INPUT FIELD AND ENTER "N" FOR THE NEXT PAGE OR "P" FOR THE PREVIOUS PAGE WITHIN THAT SPECIAL INSTRUCTION.

IF THERE ARE TWO (2) OR MORE SPECIAL INSTRUCTIONS FOR THAT REQUISITION; GO TO THE 'NEXT SI (N/P) ' INPUT FIELD AND ENTER "N" FOR THE NEXT SPECIAL INSTRUCTION, AND IF YOU NEED TO GO BACK AND READ THE PRIOR SI THEN ENTER "P" FOR THE PREVIOUS SPECIAL INSTRUCTION.

"RECORD DESIRED: AT THE BOTTOM OF THE SCREEN, A MESSAGE WILL DISCLOSE THE "NUMBER OF THE PAGE/RECORD, THEN THE TOTAL NUMBER OF PAGES/RECORDS [DISPLAY REQ 00001 OF 00124]. TO RETRIEVE ANOTHER RECORD ENTER THE NUMBER OF THE RECORD ON THE 'RECORD DESIRED: ' INPUT FIELD, EXAMPLE: RECORD DESIRED: 00101," PRESS THE 'ENTER' KEY TO SEE RECORD '101'.

WHERE NEXT: IF NO SELECTION IS DESIRED AND THE USER WANTS TO GO TO ANOTHER SUBSYSTEM/FUNCTION, GO TO "WHERE NEXT" INPUT FIELD AND TYPE THE SUBSYSTEM CODE AND FUNCTION CODE; EXAMPLE 'AQ' FOR ASSIGNMENT SUBSYSTEM, ASSIGNMENT QUERY, AND PRESS THE 'ENTER' KEY.

(AV) DELETION/DEFERMENT REVIEW

EAV1 DELETION/DEFERMENT REV	UNCLASSIFIED	13:53	10/DEC/01	ZJU-AV1
***** SELECTION CRITERIA *****				
***** ENTER UP TO TWENTY (20) SOCIAL SECURITY NUMBERS *****				
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
***** ENTER UP TO TWENTY (20) CONTROL AND SERIAL NUMBERS *****				
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
***** -OR- ENTER RANGES -OR- ALL *****				
RQCNSN: _____	RQPM AE: _ _	RQCMAA: _ _	-OR-	ALL(Y/N): _
PRESS ENTER TO CONTINUE, F1 FOR HELP OR F3 TO EXIT. WHERE NEXT - _				

ZJUAVP1

THE DELETION AND DEFERMENT ASSIGNMENT MANAGERS REVIEW FUNCTION ALLOWS PERSCOM "LEVEL USERS TO REVIEW, APPROVE, OR DISAPPROVE THE REQUESTS SUBMITTED FROM THE" FIELD (REQUEST FUNCTION [FF]).

SCREEN INSTRUCTIONS:

"SSN: ENTER A VALID SOCIAL SECURITY NUMBER (SSN). BY ENTERING A VALLID SSN," THE SYSTEM WILL SEARCH FOR AND DISPLAY THE INDIVIDUAL FOR THAT PARTICULAR SSN. YOU MAY ENTER UP TO TWENTY (20) SOCIAL SECURITY NUMBERS. WHEN AN INVALID SELECTION IS ENTERED AN ERROR MESSAGE WILL BE DISPLAYED.

RQCNSN: ENTER A VALID REQUISITION CONTROL AND SERIAL NUMBER (RQCNSN). THE SYSTEM WILL DISPLAY THE REQUISITION RECORD FOR THAT PARTICULAR RQCNSN. YOU MAY ENTER UP TO TWENTY (20) RQCNSN AT A TIME. WHEN AN INVALID SELECTION IS ENTERED AN ERROR MESSAGE WILL BE DISPLAYED.

SINGLE VALUES OR RANGES: ENTER A VALID VALUE OR RANGE FOR ONE OR MORE OF THE REQUISITION DATA FIELDS. DATA ELEMENTS AND DATA CHAINS WITH THEIR VALUES ARE CONTAINED IN THE TAPDB REQUISITION DATABASE DATA REQUIREMENTS DOCUMENT. THIS SCREEN ALLOWS YOU TO RANGE ON THE FOLLOWING FIELDS IN THE LOWER SECTION: "RQCNSN, RQPM AE, AND RQCMAA."

YOU CANNOT ENTER A RQCNSN AND SSN IN THE UPPER PORTION OF THE SCREEN AND SPECIFIC VALUES AND RANGES IN THE LOWER PORTION OF THE SCREEN.

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE " "ENTER" " KEY."

(AV) DELETION/DEFERMENT REV

EAV2 DELETION/DEFERMENT REV PRIVACY ACT INFO 08:26 12/DEC/01 ZJU-AV2
***** DELETION/DEFERMENT REVIEW *****
SSN: XXXXXXXXXX RQCNSN: FBKA064 RQPRTY: C5 RQRRD: 0111 ORDTGC: 0111 DDRQCD: ET
VCLOC: VOLOC: TNGSTA: EFMPCS:
DATE REQUESTED: 011031
ASGMT MGR RECOM. (CONCUR/NON-CONCUR): _ INCLUDE A COMMENT (Y/N): _ DTL: _
REQUEST DEL OF AI. THIS SOLDIER HAS APPROVED RETIREMENT. POC FOR THIS REQUEST I
S JOANNE KNOX AT DSN 236-4659.

PRESS ENTER TO EDIT, F1 FOR HELP, OR F3 TO RETURN
DISPLAYING RECORD 001 OF RECORD 092 NEXT RECORD: _ WHERE NEXT: __
PERSONNEL DATA HAS BEEN UPDATED SINCE ASSIGNMENT

ZJUAVP2

THIS SCREEN ALLOWS THE USER TO APPROVED OR DISAPPROVE THE REQUEST.

SCREEN INSTRUCTIONS:

"CONCUR/NON-CONCUR: VALID VALUES FOR THIS FIELD ARE "C" FOR CONCUR AND "N" FOR "NON-CONCUR. WHEN THE USER PRESS THE F2 FUNCTION KEY, THIS STATUS WILL BE "POSTED TO THE REQUISITION. AFTER DATA HAS BEEN POSTED, IF THE USER HAS ENTERED "Y" IN THE 'INCLUDE A COMMENT (Y/N): ' INPUT FIELD, CONTROL WILL TRANSFER TO "THE ASSIGNMENT MANAGER SCREEN (ZJU-AV6) OTHERWISE, THE NEXT SELECTED SOCIAL SECURITY NUMBER (SSN) RECORD WILL BE DISPLAYED ON THE ZJU-AV2 SCREEN. WHEN THE USER NON-CONCURS A REQUEST THEY WILL BEFORCED TO THE ASSIGNMENT MANAGER SCREEN (ZJU-AV6) TO ADD THEIR COMMENTS.

"DTL: IF THE USER ENTERS A "Y" IN THE 'DTL: ' INPUT FIELD, THE '(CONCUR/NON-CONCUR): ' INPUT FIELD WILL NOT BE AVAILABLE. CONTROL WILL TRANSFER TO PAGE ONE OF THE DETAIL REPORT SCREEN (ZJU-AV3). AFTER REVIEWING ADDITIONAL DATA THE USER WILL BE RETURNED TO THE ZJU-AV2 SCREEN TO PROCESS THE SAME SSN RECORD.

"INCLUDE A COMMENT: IF THE USER ENTERS A "Y" IN THIS INPUT FIELD, CONTROL WILL TRANSFER TO THE ASSIGNMENT MANAGER COMMENTS SCREEN (ZJU-AV6). THE ASSIGNMENT MANAGER CAN ENTER THEIR COMMENTS ABOUT THE REQUEST.

NEXT RECORD: THIS ALLOWS THE USER TO MOVE FORWARD OR BACKWARDS. VALID VALUES ARE "N" FOR (NEXT) AND "P" FOR (PREVIOUS)."

"DOUBLE ENTRY: WHEN UPDATING FROM THESE SCREENS YOU WILL UTILIZE DOUBLE ENTRY, THE USER WILL PRESS THE 'ENTER' KEY TO EDIT AND THEN PRESS THE 'F2' FUNCTION KEY TO POST.

"YOU MAY USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE"
""ENTER"" KEY."

(AV) DELETION/DEFERMENT REV

EAV3 DELETION/DEFERMENT REV			PRIVACY ACT INFO		08:29	12/DEC/01	ZJU-AV3
*****			DETAILED REVIEW		*****		
RQCNSN SBLA047	RQPRTY A1	RQCYIN E2	UNTCA J1	DML ACE	DMSL VV1		
SSN XXXXXXXXX	NAME SMITH JOE		UNTCA FC	DML 1CD	DMSL D2F		
HDPLDY							
RQMOSE 88M	RQPLSN 5	RQSQIE O	RQASIE 00/	/ /	RQLIC YY		
PMOSEN 88M	PLVLSN 5	SQIEN	ASIEN		CTLANG YY		
			PDSI				
VCLOC	VOLOC		TNGSTA	EFMPCS	NBRPCS		
RQSUDT	RQAPID I	RQPOSN YY	RQLLPR 00	RQLRPR 00	RQLSPR 00		
DTACD 0003	SEX M	RECDV	RLSPR	RLRPR	SLSPR		
RQTRTY L	RQDPTS 1	RQPSIR A	RQPSST A	RQPPSR B			
DROS 991008	MARST M	PSIC A	PRPAS Y	PRPRS			
ORDTGC 0203	RQRRD 0203	DDRQCD CC	RQSTE L				
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F8 FOR MORE DATA.							
				NEXT RECORD: _	WHERE NEXT: _		
A002 AVP3 PERSONNEL DATA HAS BEEN UPDATED SINCE ASSIGNMENT							

ZJUAVP3

THIS IS THE FIRST PAGE OF THE DETAILED REVIEW SCREEN. IT DISPLAYS ONLY ONE RECORD AT A TIME. THIS REPORT FORMAT DISPLAYS THE MOST INFORMATION OF ANY OF THE REPORT FORMATS. SINCE THERE IS A CONTINUATION DETAILED REPORT SCREEN "(ZJU-AV4), YOU MAY SEE THIS SCREEN BY PRESSING THE 'F8' FUNCTION KEY."

"IF SPECIAL INSTRUCTION EXISTS THERE WILL BE A MESSAGE ON LINE 22, DISPLAYED: " " "TO VIEW SPECIAL INSTRUCTIONS, ENTER A "Q" - E". OVERLAY THE "E" WITH "Q" AND " PRESS THE 'ENTER' KEY. YOU WILL BE FORCED TO THE SPECIAL INSTUCTION SCREEN (ZJU-AV5). NO MODIFICATIONS MAY BE MADE TO THE SPECIAL INSTRUCTIONS.

SCREEN INSTRUCTIONS:

NEXT RECORD: THIS ALLOWS THE USER TO MOVE FORWARD OR BACKWARDS. VALID VALUES "ARE "N" (NEXT) OR "P" (PREVIOUS)."

"ON/OFF FIELDS: DATA THAT IS NOT REQUIRED, THE FIELD WILL NOT BE DISPLAYED." IF DATA IS REQUIRED THE FIELD IS TURNED ON AND THUS VISIBLE TO THE USERS. THERE ARE FOUR ON/OFF FIELDS 'RQBCMF' AND 'SGMCMF' WILL BE TURNED ON FOR GRADE "9, MOS O0Z SOLDIERS ONLY. CURRENTLY, THESE FIELDS HAVE BEEN TURNED OFF. THE OTHER TWO ARE 'HAAPIN' AND 'HBASMT'. THESE WILL BE TURNED ON FOR SOLDIERS IN GRADE E-5 THRU E-8 (EXCEPT E-8 PROMOTABLE) ON A DEPENDENT RESTRICTED 12 MONTH TOUR THAT HAVE BEEN GIVEN A HAAP ASSIGNMENT.

"WHEN YOU SEE "PERSONNEL DATA HAS BEEN UPDATED SINCE ASSIGNMENT". THAT MEANS" THAT SOME OF THE FIELDS HAVE CHANGED (UPDATED) SINCE ASSIGNMENT IN THE PERSONNEL FIELD.

LISTED BELOW ARE THE FIELDS FROM THIS SCREEN (READ ACROSS THE SCREEN):

RQCNSN = REQUISITION CONTROL AND SERIAL NUMBER
 RQCYIN = REQUISITION CYCLE OF INPUT
 RQNPCY = REQUISITION NOMINATION PROCESSING CYCLE
 UNTCA = UNIT COMMAND OF ASSIGNMENT
 DML = DISTRIBUTION MANAGEMENT LEVEL
 DMSL = DISTRIBUTION MANAGEMENT SUBLEVEL
 SSN = SOCIAL SECURITY NUMBER
 RQMOSE = REQUISITION MILITARY OCCUPATIONAL SPECIALTY
 RQPLSN = REQUISITION PAY LEVEL SERIAL NUMBER
 RQSQIE = REQUISITION SPECIAL QUALIFICATIONS IDENTIFIER
 RQASIE = REQUISITION ADDITIONAL SKILL IDENTIFIER ENLISTED
 RQLIC = REQUISITION LANGUAGE IDENTIFIER
 PMOSEN = PRIMARY MILITARY OCCUPATIONAL SPECIALTY
 PLVLSN = PAY LEVEL SERIAL NUMBER
 SQIEN = SPECIAL QUALIFICATIONS IDENTIFIER ENLISTED
 ASIEN = ADDITIONAL SKILL IDENTIFIER ENLISTED
 CTLANG = CONTROL LANGUAGE IDENTITY
 RQSUDT = REQUISITION SUSPENSE DATE
 RQAPID = REQUISITION AUTHORIZED PERSONNEL IDENTITY
 RQPOSN = REQUISITION POSITION
 RQLLPR = REQUISITION LANGUAGE LISTENING PROFICIENCY LEVEL
 RQLRPR = REQUISITION LANGUAGE READING PROFICIENCY LEVEL
 RQLSPR = REQUISITION LANGUAGE SPEAKING PROFICIENCY LEVEL
 DTACD = DATE OF ASSIGNMENT TO CURRENT DUTY
 SEX = SEX
 RECDV = RECOMMEND CAREER DEVELOPMENT
 RLSPR = LANGUAGE LISTENING PROFICIENCY LEVEL
 RLRPR = LANGUAGE READING PROFICIENCY LEVEL
 SLSPR = LANGUAGE SPEAKING PROFICIENCY LEVEL
 RQTRTY = REQUISITION OVERSEAS TOUR TYPE
 RQDPTS = REQUISITION DEPENDENT TRAVEL STATUS
 RQPSIR = REQUISITION PERSONNEL SECURITY INVESTIGATION
 RQPSST = REQUISITION POSITION PERSONNEL SECURITY STATUS
 RQPPSR = REQUISITION POSITION PERSONNEL SECURITY REQUIREMENT
 RQBCMF = REQUISITION ADDITIONAL CAREER MANAGEMENT FIELD-ENLISTED
 DEROS/DROS = FIELD IS 'DROS' IF THE REQUISITION IS OVERSEAS AND 'DEROS' IF THE
 REQUISITION IS CONUS
 MARST = MARITAL STATUS
 PSIC = PERSONNEL SECURITY INVESTIGATION COMPLETE
 PRPRS = PERSONNEL RELIABILITY PROGRAM REQUIREMENT
 PRPAS = PERSONNEL RELIABILITY PROGRAM ASSIGNMENT
 ORDTGC = ON ORDERS PRESCRIBED REPORTING DATE
 RQRRD = REQUISITION REQUESTED REPORT DATE
 DDRQCD = DELETION/DEFERMENT REQUEST CODE
 RQSTE = REQUISITION STATUS - ENLISTED
 HAAPIN = HOMEBASE/ADVANCED ASSIGNMENT PROGRAM INSTALLATION
 HBASMT = HOMEBASE/ADVANCE ASSIGNMENT STATUS

"YOU MAY ALSO USE THE "WHERE NEXT: INPUT FIELD TO TAKE YOU TO ANOTHER FUNTION."
 "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY , TYPE "PQ" AND PRESS THE"
 " "ENTER" KEY."

(AV) DELETION/DEFERMENT REV

EAV4 DELETION/DEFERMENT REV				PRIVACY ACT INFO		08:29	12/DEC/01	ZJU-AV4	
*****				DETAILED REVIEW		*****			
RQCNSN	SBLA047	RQPRTY	A1	RQCYIN	E2	UNTCA	J1	DML ACE	DMSL VV1
SSN	XXXXXXXXX	NAME	SMITH JOE			UNTCA	FC	DML 1CD	DMSL D2F
LOC	NAPLES		RQUPC	2HXAA	RQRGDS		RQTYPE I	RQEXCL S	
LOC	FT HOOD	TX	CURUPC	AGST0	RGTAFF		RGTAHB	RGASST A	
ASCO	ACACNB	ONOR	CONAP		DTLAPC	991008	NDEPNC 03	NDEPA	01
D5									
U1	PRMSSE	88M3	ORSAP		DTETS	051101	MELS V1	AEA L	
	DMOSD	88M20	DOB	590527	YMEEFM	200105	CNTCTZ US	YMAEAT	
	TRCMST	C	SSNSPS		MPCSP		DODSPS	BASD	861007
	RQSTE	L	ORDTGC	0203	RQRRD	0203			
	JTDOMC								
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F8 FOR MORE DATA.									
NEXT RECORD: _ WHERE NEXT: _									
A002 AVP4 PERSONNEL DATA HAS BEEN UPDATED SINCE ASSIGNMENT									

ZJUAVP4

THIS IS THE SECOND PAGE OF THE DETAILED REVIEW SCREEN. IT DISPLAYS ONLY ONE RECORD AT A TIME. THIS REPORT FORMAT DISPLAYS THE MOST INFORMATION OF ANY OF THE REPORT FORMATS. SINCE THERE IS A CONTINUATION DETAILED REPORT SCREEN "(ZJU-AV3), YOU MAY SEE THIS SCREEN BY PRESSING THE 'F8' FUNCTION KEY."

"IF SPECIAL INSTRUCTION EXISTS THERE WILL BE A MESSAGE ON LINE 22, DISPLAYED:"
""TO VIEW SPECIAL INSTRUCTION, ENTER A ""Q"" - E"". OVERLAY THE ""E"" WITH ""Q""
AND"
PRESS THE 'ENTER' KEY. YOU WILL BE FORCED TO THE SPECIAL INSTRUCTION SCREEN (ZJU-AV5). NO MODIFICATIONS MAY BE MADE TO THE SPECIAL INSTRUCTIONS.

SCREEN INSTRUCTIONS:

NEXT RECORD: THIS ALLOWS THE USER TO MOVE FORWARD OR BACKWARDS. VALID VALUES
"ARE ""N"" (NEXT) OR ""P"" (PREVIOUS)."

"ON/OFF FIELDS. IF DATA IS REQUIRED, THE FIELD WILL NOT BE DISPLAYED. IF DATA IS REQUIRED THE FIELD IS TURNED ON AND IS VISIBLE TO THE USERS. THERE ARE TWO ON/OFF FIELDS 'HAAPIN' AND 'HBASMT' WILL BE TURNED ON FOR SOLDIERS IN GRADE E-5 THRU E-8 (EXCEPT E-8 PROMOTABLE) ON A DEPENDENT RESTRICTED 12 MONTH TOUR THAT HAVE BEEN GIVEN A HAAP ASSIGNMENT.

"WHEN YOU SEE ""PERSONNEL DATA HAS BEEN UPDATED SINCE ASSIGNMENT"", THAT MEANS THAT SOME OF THE FIELDS HAVE CHANGED (UPDATED) SINCE ASSIGNMENT IN THE PERSONNEL FIELD.

LISTED BELOW ARE THE FIELDS FROM THIS SCREEN (READ ACROSS THE SCREEN):

LOC = UNIT HOME GEORGRAPHIC LOCATION

RQUIC = REQUISITION UNIT IDENTIFICATION CODE
 RQRGDS = REQUISITION REGIMENTAL DESIGNATOR
 RQTYPE = REQUISITION TYPE-ENLISTED
 RQEXCL = REQUISITION EXCLUSION
 CURUIC = CURRENT UNIT IDENTIFICATION CODE
 RQTAFF = REGIMENTAL AFFILIATION
 RQTAHB = REGIMENTAL AFFILIATION HOME BASE
 RGASST = REGIMENTAL AFFILIATION ASSIGNMENT STATUS
 ASCO = ASSIGNMENT CONSIDERATION
 ACACNB = ASSIGNMENT CATEGORY CONTROL NUMBER
 CONAP = CONTINENTAL UNITED STATES ASSIGNMENT PREFERENCE
 DTLAPC = DATE OF LAST ACCOUNTABLE PERMANENT (PERMANENT CHANGE OF STATION)
 NDEPNC = NUMBER OF DEPENDENT CHILDREN
 NDEPA = NUMBER OF DEPENDENT ADULTS
 PRMSSE = PROMOTION MILITARY OCCUPATIONAL SPECIALTY
 ORSAP = OVERSEAS ASSIGNMENT PREFERENCE
 DTESTS = DATE EXPIRATION TERM OF SERVICE
 MELS = MILITARY EDUCATION LEVEL STATUS
 AEA = ASSIGNMENT ELIGIBILITY AND AVAILABILITY
 DMOSD = DUTY MILITARY OCCUPATIONAL SPECIALTY
 DOB = DATE OF BIRTH
 YMEEFM = YEAR-MONTH OF EXPIRATION OF EXCEPTIONAL FAMILY MEMBER
 CNTCTZ = COUNTRY OF CITIZENSHIP
 YMAEAT = YEAR-MONTH OF ASSIGNMENT ELIGIBILITY
 TRCMST = TOUR COMPLETION STATUS
 "SSNSPS = SOCIAL SECURITY NUMBER, SPOUSE OF A SERVICE MEMBER"
 MPCADS = MILITARY PERSONNEL CLASS OF ACTIVE DUTY
 DODCAS = DEPARTMENT OF DEFENSE COMPONENT OF ACTIVE SERVICE
 BASD = BASIC ACTIVE SERVICE DATE
 ORDTGC = ON ORDERS PRESCRIBED REPORTING DATE
 RQRRD = REQUISITION REQUESTED REPORT DATE
 HAAPIN = HOMEBASE/ADVANCED ASSIGNMENT PROGRAM INSTALLATION
 HBASMT = HOMEBASE/ADVANCED ASSIGNMENT STATUS

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
 "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY FUNCTION, TYPE "PQ" AND"
 "PRESS THE "ENTER" KEY."

(AV) DELETION/DEFERMENT REV

EAV6 DELETION/DEFERMENT REV PRIVACY ACT INFO 08:27 12/DEC/01 ZJU-AV6
***** ASSIGNMENT MANAGER COMMENTS *****
SSN: XXXXXXXXX NAME: SMITH JOE ORDTGC: 0111 PGRAD: MSG
VCLOC: VOLOC: TNGSTA: EFMPCS:
RQCNSN: FBKA064 RQPRTY: C5 LOC: FT BRAGG NC RQRRD: 0111 DDRQCD: ET

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F2 TO POST

WHERE NEXT: ___

ZJUAVP6

THIS SCREEN IS USED TO CREATE ASSIGNMENT MANAGERS COMMENTS. THIS SCREEN MAY ONLY BE ACCESSED VIA THE DELETION/DEFERMENT ASSIGNMENT MANAGERS REVIEW SCREEN "(ZJU-AV2) BY ENTERING "Y" IN THE 'INCLUDE A COMMENT (Y/N): ' INPUT FIELD." WHEN THE USER PRESSES THE "F2" FUNCTION KEY, THE COMMENTS WILL BE POSTED TO "THE REQUISITION ERT TABLE, AND CONTROL WILL BE RETURNED TO DELETION/DEFERMENT" ASSIGNMENT MANAGER REVIEW SCREEN (ZJU-AV2) TO PROCESS THE NEXT SELECTED RECORD.

LIST OF FIELDS AND BRIEF DEFINITION:

SSN = SOLDIER'S SOCIAL SECURITY NUMBER
NAME = SOLDIER'S NAME
ORDTGC = ON ORDERS PRESCRIBED REPORTING DATE GAINING COMMAND
PGRAD = PERMANENT GRADE - ACTIVE DUTY
RQCNSN = REQUISITION CONTROL AND SERIAL NUMBER
LOC = UNIT HOME GEOGRAPHICAL LOCATION
RQRRD = REQUISITION REQUESTED REPORT DATE
DDRQCD = DELETION/DEFERMENT REQUEST CODE

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER SCREEN."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY FUNCTION, TYPE "PQ" AND
"PRESS THE "ENTER" KEY."

(HK) KEYVALUE SEARCH

```
EHK1  KEYVALUE SEARCH          UNCLASSIFIED      14:11  10/DEC/01    ZJU-HK1
*****
ENTER A DATA ELEMENT, (EX. PMOSEN) AND A DATA ELEMENT VALUE (EX. 11B).
AS OF DATE (BLANK) = CURRENT RECORDS, "ALL" = PAST, CURRENT AND FUTURE RECORDS.

ENTER A DATA ELEMENT (SNAME) - _____

ENTER A DATA ELEMENT VALUE (FDVAL) - _____

AS OF DATE - _____

*****
-OR- TO SEARCH FOR A KEYWORD ENTER THE DATA ELEMENT AND THE KEYWORD VALUE. TO S
(EARCH FOR ALL VALUES, ENTER (\). FOR ALL VALUES WHICH BEGIN THE SAME WAY, ENTE
KEYWORD FOLLOWED BY (\). FOR A VALUE ANYWHERE IN TITLE, ENCLOSE STRING WITH (*).

ENTER A DATA ELEMENT (SNAME) - _____

ENTER A SEARCH STRING (KEYWORD) - _____

AS OF DATE - _____

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT          WHERE NEXT - ____
```

ZJUHKP1

"THIS FUNCTION ALLOWS YOU TO RETREIVE CODES, VALUES AND DEFINITIONS FROM THE"
PERSCOM EDITING SYSTEM AND TAPDB.

TOP PART OF THE SCREEN: TYPE IN A SPECIFIC DATA ELEMENT AND CODE (DATA ELE-
"MENT VALUE). THE 'AS OF DATE' INPUT FIELD DOES NOT HAVE TO BE FILLED IN, IT"
"WILL DEFAULT TO CURRENT AND FUTURE RECORDS, PRESS THE 'ENTER' KEY."

"TO RETRIEVE PAST, PRESENT, AND FUTURE RECORDS, TYPE "ALL" IN THE 'AS OF DATE'"
"INPUT FIELD. THIS APPLY TO THE TOP OR BOTTOM OF THE SCREEN, THE SAME GOES FOR"
THE DEFAULT.

"BOTTOM PART OF THE SCREEN: TYPE IN A VALID SHORT NAME (SNAME), KEYWORD, AND"
THE OPTIONAL 'AS OF DATE' AND PRESS THE 'ENTER' KEY.

THE USER WILL BE TAKEN TO THE 'SNAME AND CODE DATA' SCREEN ZJUHK2 IF THE TOP
PART OF THE SCREEN WAS FILLED IN. IF THE BOTTOM OF THE SCREEN WAS FILLED IN
THEN THE USER WILL BE TAKEN TO THE 'SNAMES AND CODE DATA' ZJU-HK3.

"YOU MAY USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE"
"ENTER" KEY."

(HK) KEYVALUE SEARCH

```
EHK2 KEYVALUE SEARCH          UNCLASSIFIED          14:13   10/DEC/01   ZJU-HK2
***** SNAME AND CODE DATA *****

SNAME -   RQEXCL      DTEEFF  31OCT1989   DTEOBS - 31DEC9999   ETABLE  RQEXCL

TITLE - REQUISITION EXCLUSION


      FDVAL      DTEEFF DTEOBS          ABBREVIATED CODE DEFINITION
A          19891031 99991231

                                CODE DEFINITION
RESTRICTED FOR ADVANCED INDIVIDUAL TRAINEE ASSIGNMENT ONLY


AS OF DATE - 20011210


PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN


                                WHERE NEXT  ____
```

ZJUHKP2

THIS SCREEN SHOWS THE USER A PARTICULAR FIELD VALUE AND CODE DEFINITION FOR A SPECIFIC SHORT NAME (FIELD NAME).

"IT SHOWS THE EFFECTIVE DATE THAT THE FIELD VALUE, AND ALSO THE OBSOLETE DATE."

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE
""ENTER"" KEY."

THIS SCREEN SHOWS THE USER WHAT FIELD VALUES (FDVAL) AND ABBREVIATED CODE DE-

(HK) KEYVALUE SEARCH

EHK3	KEYVALUE SEARCH	UNCLASSIFIED	14:14	10/DEC/01	ZJU-HK3
***** SNAME AND CODE DATA *****					
SNAME - RQEXCL DTEEFF - 31OCT1989 DTEOBS - 31DEC9999 ETABLE - RQEXCL					
TITLE - REQUISITION EXCLUSION					
FDVAL	DTEEFF	DTEOBS	ABBREVIATED CODE DEFINITION		
A	19891031	99991231	RESTRICTED FOR ADVANCED INDIVIDUAL TRAINEE ASSIGN		
B	19960328	99991231	BAND REQUISITION		
C	19891031	99991231	RESRVD FOR EXCPTN ASGMNT ONLY, RESTRCTD FR REENLS		
D	19960328	99991231	DRILL SERGEANT REQUISITION		
H	19891031	99991231	RETRCT FOR HAAP ASGMT OR NOMIN ONLY, RESTR FROM R		
I	20000720	99991231	BUDDY TEAM ASSIGNMENT PROGRAM		
R	19891031	99991231	REENLISTMENT ASSIGNMENT ONLY		
S	19910521	99991231	SPEC MGMT CMD, ACTIVITIES AND AGENCIES RESTR FROM		
U	19960328	99991231	USAREC RECRUITER REQUISITION		
Y	19891031	99991231	NONE		
AS OF DATE - 20011210 KEYWORD - \					
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN					
					WHERE NEXT - __
DISPLAYING RECORDS - 1 THRU 10 OF 10					

ZJUHKP3

FINITION IS RELATED TO THE SHORT NAME (SNAME).

IT SHOWS THE EFFECTIVE/OBSOLETE DATE FOR THAT PARTICULAR SNAME.

PRESS THE ENTER KEY TO GO PAGE FORWARD FROM SCREEN TO SCREEN.

PRESS THE F4 FUNCTION KEY TO PAGE BACKWARDS FROM SCREEN TO SCREEN.

"YOU MAY USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."

"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE

"ENTER" KEY."

LANGUAGE SUBSYSTEM MENU

```
EL10 ASSIGNMENT SUBSYSTEM      UNCLASSIFIED      15:19   10/DEC/01   ZJU-L10
***** LANGUAGE SUBSYSTEM MENU *****
```

```
G = LANGUAGE MASS ADD
I = INDIVIDUAL LANGUAGE UPDATE
O = REPORT REQUEST
Q = LANGUAGE QUERY
S = LANGUAGE STAT QUERY
X = RETURN TO MAIN MENU
```

_ ENTER OPTION DESIRED

WHERE NEXT - _

ZJUL1P0

THIS SCREEN DISPLAYS ALL AVAILABLE FUNCTION(S) WITHIN THE LANGUAGE SUBSYSTEM APPLICABLE TO EACH USER.

"EXAMPLE: TYPE "Q" IN THE ' ENTER OPTION DESIRED' INPUT FIELD AND PRESS"
" THE ENTER KEY. (I.E., "Q" FOR LANGUAGE QUERY)"

"THE LANGUAGE SUBSYSTEM ENABLES THE MANAGER/USER TO UPDATE A SOLDIER'S LANGUAGE,"
REQUEST LANGUAGE REPORTS AND REVIEW AND QUERY THE LINGUIST AND THE STATUS OF
THE LANGUAGES.

(LI) IND LANG DATA UPDATE

```
ELI1 IND LANG DATA UPDATE      UNCLASSIFIED      14:57   10/DEC/01   ZJU-LI1
***** RECORD SELECTION *****
```

ENTER A SOCIAL SECURITY NUMBER _____

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT

WHERE NEXT - ____

ZJULI1

THE PURPOSE OF THIS SCREEN IS TO ALLOW THE USER TO INSERT A SSN AND PULL ONE SOLDIER'S RECORD FOR REVIEW AND UPDATE.

"YOU MAY USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION. FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE ENTER KEY.

THE PURPOSE OF THIS SCREEN IS TO ALLOW THE USER TO UPDATE VARIOUS LANGUAGE RELATED DATA.

THE FOLLOWING STEPS MAY BE TAKEN ON THIS SCREENS:

"CTRL LANG: TO CHANGE THE CONTROL LANGUAGE, PLACE AN "X" NEXT TO THE LANGUAGE "TO BE DESIGNATED AS THE CTLANG AND PRESS "ENTER". YOU CANNOT ENTER MORE THAN "ONE "X" ON AN UPDATE."

LANG: YOU MAY ENTER A VALID TWO CHARACTER LANGUAGE CODE. IF YOU ARE UNFAMILIAR WITH THE LANGUAGE CODE THAT YOU WISH TO USE, GO TO KEY VALUE SEARCH FUNCTION (HK) AND QUERY FOR ALL "LANG".

PROF SOURCE: (PROFICIENCY SOURCE). THERE ARE TWO SPACES UNDER THIS HEADING. THE FIRST SPACE IS FOR THE LANGUAGE PRIMARY PROFICIENCY SOURCE AND THE SECOND SPACE IS FOR THE SECONDARY PROFICIENCY SOURCE. USER MAY ADD A SOURCE IF THE SPACE IS BLANK OR CHANGE AN EXISTING CODE IN THE EVENT THE CURRENTLY DISPLAYED CODE IS INCORRECT. THE ONLY VALID CODES FOR THIS FIELD ARE "A" THRU "F".

ST: LLPSCT: LANGUAGE LISTENING PROFICIENCY SCORE TYPE: ENTER THE APPROPRIATE SCORE TYPE. THE TWO TYPES OF SCORES ARE "C" (CONVERTED) AND "R" (RAW). THIS IS A SINGLE ENTRY ON THE SCREEN AND BOTH FIELDS ARE UPDATED ON THE DATABASE AS A RESULT OF THE SINGLE ENTRY.

LISTENING:

SC:(LLSPSC): LANGUAGE LISTENING PROFICIENCY SCORE. ENTER THE TWO CHARACTER "NUMERIC SCORE WHICH MAY RANGE FROM "01" THOUGH "60". THIS FIELD IS MANDATORY AND MUST BE IN COMBINATION WITH EITHER A READING PROFICIENCY SCORE OR A SPEAKING LEVEL.

PL: (RLSPR): LANGUAGE LISTENING PROFICIENCY LEVEL. THIS FIELD IS GENERATED "BASED ON DATA ENTERED IN THE "SC" AND "ST" FIELDS. WHENEVER A NEW "SC" AND "ST" IS ENTERED, A NEW "PL" WILL BE GENERATED. IF A PROFICIENCY LEVEL IS "MANUALLY ENTERED AND THE NUMERIC VALUE IS HIGHER THAN "50", AN ERROR MESSAGE" WILL APPEAR.

EM: (LLISEM): LANGUAGE LISTENING EVALUATION METHOD. ENTER ONE OF THE THREE "APPROPRIATE EVALUATION CODES. THE CODES ARE "1", "2", OR "3" MAY BE ENTERED IF THE FIELD IS BLANK OR CHANGED. CODE 1 = DOD STANDARDIZED TEST. CODE 2 = SELF EVALUATION AND CODE 3 = INTERAGENCY ORAL PROFICIENCY INTERVIEW.

PL: (SLSPR): LANGUAGE SPEAKING PROFICIENCY LEVEL. THIS FIELD IS ENTERED MANUALLY AND MAY BE ADDED WHEN THE FIELD IS BLANK OR WHEN DATA IS TO BE CHANGED.

"EM: (LSPKEM): LANGUAGE SPEAKING EVALUATION METHOD. ENTER CODE "1", "2", OR "3"
AS INDICATED IN LLISEM ABOVE.

READING:

SC: (LRDPSC): LANGUAGE READING PROFICIENCY SCORE: ENTER THE TWO CHARACTER NUMERIC SCORE WHICH MAY RANGE FROM 01 THROUGH 60. THIS FIELD IS NOT MANDATORY BUT MUST BE IN COMBINATION WITH A LISTENING PROFICIENCY SCORE IF ENTERED ON THE RECORD.

PL: (RLRPR): LANGUAGE READING PROFICIENCY LEVEL. THIS FIELD IS GENERATED "BASED ON DATA ENTERED IN THE "SC" AND "ST" FIELDS."

"EM: (LRDGEM): LANGUAGE READING EVALUATION METHOD. ENTER CODES "1", "2", OR "3"
"AS REQUIRED (1 = DOD STANDARDIZED TEST, 2 = SELF EVALUATION, AND 3 = INTERAGENCY ORAL PROFICIENCY INTERVIEW).

TEST YR MO: (YMPTL): THIS IS THE YEAR/MONTH OF THE PROFICIENCY TEST FOR THE LANGUAGE.

USER MAY CHECK FOR KEY VALUE SEARCH (HK) FOR UPDATED CODES AND VALUES.

USER MAY GO TO OTHER FUNCTIONS BY ENTERING APPROPRIATE FUNCTION ID IN THE ""WHERE NEXT"" BLANK SPACES. FOR EXAMPLE, YOU MAY ENTER "PQ", PRESS ENTER, AND GO TO THE PERSONNEL QUERY FUNCTION.

(LQ) LANGUAGE QUERY

ELQ1	LANGUAGE QUERY	UNCLASSIFIED	14:59	10/DEC/01	ZJU-LQ1
***** QUERY SETUP SCREEN *****					
ENTER ONE OR MORE SSNS:					
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

-OR- ENTER ONE OR MORE VARIABLES:					
PMOSEN: _____	CTSQIE: _____	CTASIE: _____	CTLANG: _____	PSIC: _____	RANGES PLVLSN: _____
CURPUD: _____	SCOMPT: _____	AEA: _____	DTETS: _____	LANG: _____	RLSPR: _____
NAME: _____	DEROS: _____			RLRPR: _____	
DML: _____	DMSL: _____	UNTCA: _____	DTLAPC: _____	SLSPR: _____	
SORT SELECTION (YES/NO/SSN): N			YMPTL: _____	_____	
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT					WHERE NEXT - _____

ZJULQP1

THIS IS THE INITIAL INPUT SCREEN WITHIN THE LINGUIST QUERY FUNCTION. THE USER MAY SELECT VARIABLE OPTIONS FOR THEIR SEARCH CRITERIA.

THIS SCREEN IS DIVIDED INTO TWO SECTIONS. THE UPPER SECTION ALLOWS THE USER TO ENTER ONE TO TWENTY ONE SOCIAL SECURITY NUMBERS (SSN). THE LOWER SECTION ALLOWS YOU TO SELECT ON OTHER FIELDS WITH RANGES AND/OR SINGLE VALUES.

DATA CAN ONLY BE ENTERED IN ONE SECTION PER QUERY. IF THE USER ATTEMPTS TO ENTER DATA ON BOTH SECTIONS THE USER WILL RECEIVE AN ERROR MESSAGE.

SSN: ENTER AN SSN (SOCIAL SECURITY NUMBER). THE SYSTEM WILL SEARCH FOR AND DISPLAY THE RECORD WITH THAT PARTICULAR SSN. UP TO TWENTY ONE (21) SSN MAY BE QUERIED AT A TIME.

SINGLE AND/OR MULTIPLE VALUES: ENTER A SINGLE OR MULTIPLE VALUES FOR ONE OR MORE OPTIONAL DATA INPUT FIELDS IF DESIRED.

NAME: THE NAME FIELD ALLOWS THE USER TO ENTER UP TO 27 CHARACTERS OF THE "SOLDIER'S NAME. THE FORMAT FOR NAME ENTRY IS LAST NAME, FIRST NAME, MIDDLE" INITIAL. PARTIAL NAME DATA MAY ALSO BE ENTERED IN ORDER TO SEARCH FOR A SOLDIER WHOSE COMPLETE NAME MAY NOT BE KNOWN. SPACES ARE REQUIRED BETWEEN "NAMES. NO PERIODS, COMMAS, NUMERIC OR SPECIAL CHARACTERS, EXCEPT THE BACKSLASH" " ARE ACCEPTABLE IN THE "NAME" FIELD. THE FOLLOWING ARE EXAMPLES OF HOW DATA "SHOULD BE ENTERED IN THE "NAME". "

'JOHNSON MICHAEL A\' - THIS FORMAT WOULD BE ENTERED WHEN THE USER KNOWS THE SOLDIER'S FULL NAME. THE SYSTEM WILL RETURN ALL SOLDIERS WITH A NAME IDENTICAL TO THE ONE ENTERED.

'JOHNSON MICHAEL \' - THIS FORMAT WOULD BE ENTERED WHEN THE USER KNOWS

ONLY THE SOLDIER'S FIRST AND LAST NAME. THE SYSTEM WILL RETURN ALL SOLDIERS WITH THIS FIRST AND LAST NAME REGARDLESS OF THEIR MIDDLE NAME OR INITIALS.

'JOHN\' - THIS FORMAT WOULD BE ENTERED WHEN THE USER KNOWS ONLY A PORTION OF THE SOLDIER'S LAST NAME. THE SYSTEM WILL RETURN ALL "SOLDIERS WHOSE NAME BEGIN WITH THE LETTERS ENTERED (E.G., JOHN, JOHNS, JOHNSON, " " JOHNSTON, ETC.)."

THE USER MAY SELECT UP TO FIVE LEVELS BY WHICH THE SELECTED RECORDS WILL BE SORTED. THE 'SORT SELECTION (YES/NO/SSN): ' INPUT FIELD IN THE LOWER LEFT "CORNER OF THE SCREEN REQUIRES A 'Y', 'N', OR 'S' ENTRY TO INDICATE WHETHER" THE REQUESTED RECORD SHOULD BE SORTED OR NOT. THE DEFAULT FOR THE SORT REQUEST FIELD IS 'N'. IF THE USER ENTERS A 'Y' IN THIS FIELD AND PRESSES THE "'ENTER' KEY, THE NEXT SCREEN DISPLAYED IS THE 'SORT SELECTION' SCREEN" (ZJU-LQ6). IF THE USER ENTERS 'S' IN THIS FIELD THE CHOSEN RECORDS WILL BE SORTED BY SSN.

ERROR MESSAGES WILL BE PROVIDED AT THE BOTTOM OF THE SCREEN WHEN ERRONEOUS "DATA HAS BEEN ENTERED IN ONE OR MORE OF THE AVAILABLE FIELDS, WHEN DATA HAS" "BEEN ENTERED IN THE TOP AND BOTTOM PORTIONS OF THE SCREEN, OR WHEN AN INVALID" FUNCTION KEY HAS BEEN PRESSED.

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE" ""ENTER"" KEY."

(LQ) LANGUAGE QUERY

```
ELQ2 LANGUAGE QUERY          UNCLASSIFIED      15:01   10/DEC/01   ZJU-LQ2
*****REPORT SELECTION*****
```

3 PLEASE SELECT A REPORT TYPE AND ENTER OPTION IN THE BOX AT LEFT.

1. LONG 2. SHORT 3. ONE-LINE 9. EXIT

S PLEASE SELECT AN OUTPUT DESTINATION.

S. SCREEN DISPLAY E. EMAIL F. FTP L. LOCAL M. MAIN R. REMOTE

1 ENTER THE NUMBER OF COPIES

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN WHERE NEXT - ____
0121 LQP2 PLEASE CHOOSE A REPORT TYPE AND OUTPUT DESTINATION

ZJULQP2

THIS SCREEN ALLOWS THE USER TO SELECT ONE OF THREE FORMATS IN WHICH THE RETRIEVED RECORDS MAY BE PRESENTED AND THE DESTINATION OF THOSE RECORDS. THE USER MAY EITHER DISPLAY THE DESIRED RECORDS ON THEIR CONSOLE SCREEN OR RECEIVE A HARD COPY PRINT OUT BY SELECTING ONE OF THE AVAILABLE PRINTERS. THE REPORT FORMAT DEFAULTS TO ONE-LINE (3) AND THE DESTINATION DEFAULTS TO TERMINAL DISPLAY (A).

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE "
""ENTER"" KEY."

(LQ) LANGUAGE QUERY

ELQ3	LANGUAGE QUERY	PRIVACY ACT INFO	15:05	10/DEC/01	ZJU-LQ3
***** LONG REPORT *****					
NAME	SSN	CTLANG	LANG	PMOSEN	DMOSD
SMITH JOE	XXXXXXXXX			75H	PLVLSN
					E7
SEX	DEROS	BASD	ASIEN	CTASIE	CTSQIE
F		801101			YMPTL
				O	RLSPR
					RLRPR
					SLSPR
***** CURRENT ORGANIZATIONAL DATA *****					
CURUIC	UNDES			LOCNM	UADZIP
W0UXPR	SPEC PROCESSING CO-PCF			FT KNOX	40121
***** ASSIGNMENT DATA *****					
RQCNSN	RQPRCE	RQSTE	ORDTGC	RQRRD	RQCMD
					RQUIC
AEA	DTLAPC				
L					
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN RECORD DESIRED: _____					
RECORD 1 OF 179 WHERE NEXT - ____					

ZJULQP3

"THIS SCREEN PROVIDES CURRENT PERSONNEL, ORGANIZATION, REQUISITION, AND" LINGUIST DATA FOR THE SOLDIERS WHOSE RECORDS MET THE CRITERIA ENTERED ON THE SEARCH CRITERIA SELECTION SCREEN. ONLY ONE RECORD WILL BE DISPLAYED AT A TIME ON THIS SCREEN.

"AFTER THE USER REVIEW THE DATA CONTAINED IN THE LONG REPORT, PRESS THE ""ENTER"" KEY TO VIEW THE NEXT RECORD.

"THE USER MAY TOGGLE TO THE ONE-LINE REPORT BY PRESSING THE ""F7"" FUNCTION KEY."

ERROR MESSAGES WILL APPEAR AT THE BOTTOM OF THE SCREEN WHEN AN INVALID FUNCTION KEY IS PRESSED.

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE ""ENTER"" KEY."

(LQ) LANGUAGE QUERY

```
ELQ4 LANGUAGE QUERY          PRIVACY ACT INFO    15:07    10/DEC/01    ZJU-LQ4
*****SHORT REPORT*****
  DTL      NAME      SSN    PMOSEN CTSQIE CTASIE CTLANG PLVLSN SEX PRMOSE PSIC
  N    SMITH JOE  XXXXXXXXX  75H    O      00          E7    F
  BASD    DTETS    DTLAPC    DEROs  DROS    PDOR    AEA    LOCNM    UNTCA  CURUIC
801101          910501      L    FT KNOX      TC    W0UXPR
  LANG02 LANG03 LANG04 LANG05 LANG06 LANG07 RLSPR  RLRPR  SLSPR  YMPTL

*****
  DTL      NAME      SSN    PMOSEN CTSQIE CTASIE CTLANG PLVLSN SEX PRMOSE PSIC
  N    SMITH JOHN XXXXXXXXX  75H    O      00          E7    F
  BASD    DTETS    DTLAPC    DEROs  DROS    PDOR    AEA    LOCNM    UNTCA  CURUIC
010820          000901      L    FT SHERIDAN TA    W19HAA
  LANG02 LANG03 LANG04 LANG05 LANG06 LANG07 RLSPR  RLRPR  SLSPR  YMPTL

*****
  DTL      NAME      SSN    PMOSEN CTSQIE CTASIE CTLANG PLVLSN SEX PRMOSE PSIC
  N    SMITH JOSEPH XXXXXXXXX  75H    H      A3      AD      E7    M    75H    A
  BASD    DTETS    DTLAPC    DEROs  DROS    PDOR    AEA    LOCNM    UNTCA  CURUIC
861112  081130 991019          960901      T    WASHINGTON DF    W1AFAA
  LANG02 LANG03 LANG04 LANG05 LANG06 LANG07 RLSPR  RLRPR  SLSPR  YMPTL
  AD          26      30          199012
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN  RECORD DESIRED: _____
          RECORDS 1 TO 3 OF 179                                WHERE NEXT - ____
```

ZJULQP4

"THIS SCREEN PROVIDES CURRENT PERSONNEL, ORGANIZATON, AND LINGUIST DATA FOR THE" SOLDIERS WHOSE RECORDS MET THE CRITERIA ENTERED FROM THE SELECTION CRITERIA SCREEN.

"THE USER MAY TYPE ""Y"" IN THE 'DTL' INPUT FILED (THE DEFAULT IS ""N"") AND PRESS" "THE ""ENTER"" KEY TO VIEW THE RECORD(S) IN THE LONG REPORT FORMAT."

"THE USER MAY TOGGLE TO THE LONG REPORT SCREEN BY PRESSING THE ""F5"" FUNCTION" KEY.

ERROR MESSAGES WILL APPEAR AT THE BOTTOM OF THE SCREEN WHEN ERRONEOUS DATA IS "ENTERED IN THE 'DTL' INPUT FIELD, OR WHEN AN INVALID FUNCTION KEY IS PRESSED."

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE" ""ENTER"" KEY."

(LQ) LANGUAGE QUERY

ELQ5 LANGUAGE QUERY			PRIVACY ACT INFO			15:09	10/DEC/01	ZJU-LQ5	
*****ONE-LINE REPORT*****									
SEL									
DTL	NAME		SSN	PLVLSN	CTLANG	LANG	PMOSEN	DYMOSE	CURPUD
N	SMITH	MARY	xxxxxxxxxx	07		QB	75H		0UX
N	SMITH	JOHN	xxxxxxxxxx	07		EN	75H	75H	19H
N	SMITH	JOE	xxxxxxxxxx	07		EN	75H	75H	19H

(LQ) LANGUAGE QUERY

ELQ6	LANGUAGE QUERY	15:02	10/DEC/01	ZJU-LQ6
***** SORT CRITERIA *****				
ENTER 1 THROUGH 5 UNDER THE SORT COLUMN TO INDICATE THE ORDER THE DATA SHOULD BE SORTED. THE VALUE 1 IS THE FIRST FIELD TO BE SORTED, VALUE 2 IS THE SECOND, ETC. YOU DO NOT HAVE TO USE ALL 5 VALUES.				
SORT	DATA FIELD	SORT	DATA FIELD	SORT DATA FIELD
—	NAME	—	SSN	— AEA CTSQIE
—	PMOSEN	—	PLVLSN	— UIC DEROS
—	CTLANG	—	DTLAPC	— DTETS SCOMPT
—	PSIC			
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN				WHERE NEXT - __

ZJULQP6

THIS SCREEN ALLOWS THE USER TO SORT THE SET OF SELECTED RECORDS BY UP TO FIVE FIELDS APPEARING ON THE SORT SELECTION SCREEN WHETHER THEY ENTERED DATA IN THOSE FIELDS ON THE SEARCH CRITERIA SELECTION SCREEN (ZJU-LQ1) OR NOT.

ERROR MESSAGES WILL APPEAR AT THE BOTTOM OF THE SCREEN WHEN ERRONEOUS DATA IS "ENTERED, WHEN THE USER ENTERS A '2' BUT NO '1' OR A '1' AND A '5' BUT NO '2', " '3', '4' ETC., OR WHEN AN INVALID FUNCTION KEY IS PRESSED."

(M1) MGT INFO SUBSYSTEM

```
EM10 MGT INFO SUBSYSTEM      UNCLASSIFIED      15:51   10/DEC/01   ZJU-M10
***** MANAGEMENT INFORMATION SUBSYSTEM MENU *****
```

```
A = HAAP ALLOCATION UPDATE
G = HAAP GLOBAL UPDATE
M = EMM QUERY
O = REPORT REQUEST
P = STAT FORECASTING
Q = STAT QUERY
X = RETURN TO MAIN MENU
```

_ ENTER OPTION DESIRED

WHERE NEXT - _

ZJUM1P0

THIS SCREEN DISPLAYS ALL AVAILABLE FUNCTION(S) WITHIN THE MANAGEMENT INFORMATION SUBSYSTEM APPLICABLE TO EACH USER.

"EXAMPLE: TYPE "M" IN THE ' ENTER OPTION DESIRED' INPUT FIELD AND PRESS"
" THE ENTER KEY. (I.E., "Q" FOR STAT QUERY)"

THE STATISTICAL SUBSYSTEM ENABLES THE MANAGER/USER TO UPDATE THE HOMEBASE ADVANCED ASSIGNMENT PROGRAM (HAAP) ALLOCATIONS.

"IT PROVIDES AN ON-LINE "LIVE" SUMMARY OF DATA FOR TOTAL ACTIVE ARMY STRENGTH" AND TOTAL ACTIVE ARMY AUTHORIZATIONS. THESE REPORTS MAY ALSO BE EXTRACTED IN QUERY MODE OR BY OTHER REPORT FORMAT.

(MM) STAT-MOS SUMMARY QUERY

```
EMM1 STAT-MOS SUMMARY QUERY      UNCLASSIFIED      15:23  10/DEC/01  ZJU-MM1
***** SELECTION CRITERIA *****
TO VIEW TOTAL ARMY AUTHORIZATION DATA, TOTAL ARMY STRENGTH DATA, AND
TOTAL ETS/LOSS DATA, ENTER SINGLE OR MULTIPLE VALUES TO SELECT THE
DESIRED RECORD SET.

      PMOSEN  ____  ____  ____  ____  ____  ____  INDSKL  _  _  _  _
      PLVLSN  _  _  _  _  _  SEX  _  CTASIE  ____  ____  ____
      CTLANG  ____  ____  ____  CTSQIE  _  _  _  _  REDCAT  _  _

IF DESIRED, ENTER ONE (1) TO FIVE (5) SORT/BREAKS OR SUBTOTAL CRITERIA
BY ENTERING THE BREAK ORDER.  USE "1" TO "5" TO INDICATE HI TO LO ORDER.

_  PMOSEN  _  INDSKL  _  PLVLSN  _  CTSQIE  _  CTASIE  _  CTLANG

S  PLEASE SELECT AN OUTPUT DESTINATION.
   S. SCREEN DISPLAY  E. EMAIL  F. FTP  L. LOCAL  M. MAIN  R. REMOTE

1  ENTER THE NUMBER OF COPIES

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT      WHERE NEXT -  _
```

ZJUMMP1

"PURPOSE: TO PROVIDE AN ON-LINE "LIVE" SUMMARY OF DATA FOR TOTAL ARMY" STRENGTH AND TOTAL ARMY AUTHORIZATIONS.

"TOP OF SCREEN: BY TYPING "ALL" IN THE FIRST PMOSEN, YOU WILL RECEIVE" "TOTAL ARMY AUTHORIZED, TOTAL ASSIGNED STRENGTH, AND TOTAL AUTHORIZATIONS" YOU MAY ALSO ENTER FROM ONE TO A TOTAL OF SIX PMOSEN. IF MORE THAN ONE "IS REQUESTED, THE TOTAL WILL EQUAL THE SUM OF ALL PMOSEN ENTERED. THE" "SAME LOGIC APPLIES TO INDIVIDUAL SKILL (INDSKL), PAY LEVEL (PLVLSN)," "CONTROL SKILL IDENTIFIERS (CTSQIE), CONTROL ADDITIONAL SKILL QUALIFICA-" "TION IDENTIFIERS (CTASIE), CONTROL LANGUAGE (CTLANG), SEX, AND RACIAL/" ETHNIC DESCENT CATEGORY (REDCAT).

"INFORMATION MAY BE SORTED/SUB TOTALED BY PLACING "1" TO "5" IN THE" SPACE PROVIDED IN FRONT OF EACH CATEGOROY INDICATING YOUR PRIORITY. "NOTE: IF SELECTING "ALL" PMOS, THERE IS A SINGLE SORT OPTION OF PLVLSN" AND DATA WILL BE DISPLAYED FOR EACH GRADE LEVEL WITH A TOTAL ARMY WRAP "AT THE END. NEXT, SELECT YOUR OUTPUT DESTINATION AND TYPE IN YOUR" "PREFERENCE, "A" THROUGH "D" IN THE APPROPRIATE SPACE."

TYPE IN THE NUMBER OF COPIES NEEDED AND PROCEED TO THE NEXT SCREEN BY PRESSING ENTER OR YOU MAY EXIT BY PRESSING PF3.

(MM) STAT-MOS SUMMARY QUERY

```
EMM2 STAT-MOS SUMMARY QUERY      UNCLASSIFIED      15:25  10/DEC/01  ZJU-MM2
*****      DETAIL DATA      *****
PMOSEN XXX INDSKL X

*****      SORT DATA      *****

*****
TOTAL ARMY STRENGTH INCLUDING TTHS =      183  PERCENTAGE =      113.6
TOTAL ARMY STRENGTH WITHOUT TTHS  =      175  PERCENTAGE =      108.6
TOTAL ARMY CURRENT AUTHORIZED     =      161

          0112   0201   0202   0203   0204   0205   0206   0207   0208
AUTH      161    161    161    161    161    161    160    160    160
TETS       0      2      0      0      1      1      0      2      1
MOSIN      0      0      0      0      0      0      0      0      0
MOSOT      0      0      0      0      0      0      0      0      0

          0209   0210   0211   0212   0301   0302   0303   0304   0305
AUTH      160    161    161    161    161    161    161    161    161
TETS       3      3      2      2      3      1      1      1      1
MOSIN      0      0      0      0      0      0      0      0      0
MOSOT      0      0      0      0      0      0      0      0      0
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN      WHERE NEXT -  _
```

ZJUMMP2

"THIS SCREEN PROVIDES ANSWERS TO QUESTIONS ASKED ON THE PREVIOUS SCREEN,"
"WITH AND WITHOUT THE TTHS ACCOUNT (TRAINEE, TRANSIENTS, HOLDEES, AND"
STUDENTS). THE PERCENTAGE DISPLAYED IS THE PERCENTAGE WORLDWIDE
STRENGTH AGAINST THE AUTHORIZATION FOR THE MOS FOR WHICH THE QUERY WAS
REQUESTED.

ANSWERS TO YOUR QUERY INCLUDE THE FOLLOWING INFORMATION:

AUTH: PROJECTED ARMY WIDE AUTHORIZATIONS
"TETS: PROJECTED STRENGTH LOSSES (INCLUDES DTETS, RETIREMENTS,"
" RETENTION CONTROL POINTS, AND OTHER KNOWN LOSSES)."
MOSIN: PROJECTED GAINS TO A MOS BASED ON THE PROJECTED MOS PROGRAM.
MOSOT: PROJECTED LOSSES TO A MOS BASED ON THE PROJECTED MOS PROGRAM.

IF THERE ARE SOLDIERS ON THE DATABASE WHERE THE REQUESTED SORT DATA IS
BLANK AN ADDITION SCREEN WILL APPEAR DISPLAYING DATA ON RECORDS WHERE
DATA IS MISSING.

AUTHORIZATIONS USED ARE BASED ON THE LATEST ARMY PERSONNEL MANAGEMENT
AUTHORIZATION DOCUMENT (PMAD) OR THE LATEST UPDATED AUTHORIZATION
DOCUMENT (UAD).

NOTE: PROMOTABLE SOLDIERS IN GRADE E6-E8 ARE COUNTED IN THEIR
PROMOTABLE PLVLSN.

(MO) STATISTICAL DATA QUERY

EMO1 STATISTICAL DATA QUERY UNCLASSIFIED 15:29 10/DEC/01 ZJU-MO1
***** STATISTICAL REPORT SELECTION SCREEN *****

_ PLEASE SELECT A REPORT TYPE AND ENTER OPTION IN THE BOX TO THE LEFT.

- | | |
|---------------------------|------------------------------|
| A. MANAGEMENT DATA REPORT | B. AUTHORIZATION-FILL REPORT |
| C. REQUISITION DETAIL | D. ASSIGNMENT DETAIL |
| E. MEGA DATA REPORT | F. UNIT MANNING |
| G. NON-ARRIVAL REPORT | H. NON-DEPARTURE REPORT |
| I. SSN SEARCH | J. TRACKER |
| | L. AIRBORNE TRACKER |
| X. EXIT | |

_ PLEASE SELECT AN OUTPUT DESTINATION.

F. FTP L. LOCAL M. MAIN R. REMOTE

1 PLEASE ENTER NUMBER OF COPIES

Y HOLD REQUEST UNTIL AFTER STAT LOAD

PRESS ENTER TO CONTINUE.

WHERE NEXT - _

ZJUMOP1

"PURPOSE: FUNCTION "MO" ALLOWS YOU TO RETRIEVE DATA FROM THE STATISTICAL DATA BASE IN A VARIETY OF FORMATS FOR SPECIFIC CRITERION ENTERED IN THE SCREENS THAT FOLLOW.

"THIS SCREEN REQUIRES A REPORT FORMAT TO BE SELECTED, THE DESTINATION OF THE REPORT (EITHER A PRINTER OR DISK FILE), AND THE NUMBER OF COPIES" (UP TO 9) REQUIRED.

REPORT FORMATS AVAILABLE:

- A. MANAGEMENT DATA REPORT.
" AENL, TGEDP, LOSS, GAIN, PROJ, VOPRQ, GNNOM, PROJN, AND % FILL" FOR UP TO 10 MONTHS.
- B. AUTHORIZATION FILL REPORT.
" RSTR, AENL, AENLF, AENLI TGEDP, PROJ, PROJF, PROJN AND % FILL" FOR UP TO 10 MONTHS.
- C. REQUISITION DETAIL REPORT.
" AENL, AENLF, AENLI TGEDP, VOPRQ, VOARQ, VORRQ, VORFI, AND ANET" FOR UP TO 10 MONTHS.
- D. ASSIGNMENT DETAIL REPORT.
" AENL, PROJ, LOSS, LASG, LREEL, GAIN, GNONO, GNAIT, GNNOM, AND" TGEDP FOR UP TO 10 MONTHS.
- E. MEGA DATA REPORT.
REPORTS SOME INFORMATION ON THE STATISTICAL DATA BASE NOT AVAILABLE ON ANY OTHER REPORT OR ON-LINE FUNCTION.
" RSTR, AENL, AENLF, TGEDP, LOSS, LFEM, LDERS, LETS, LASG, LREEL,"
" LNOM, LNOMF, VOPRQ, VORFI, VOARQ, VORRQ, GAIN, GNFEM, AND GNONO" FOR UP TO 10 MONTHS.
- F. UNIT MANNING REPORT.
THIS REPORT HAS TWO DIFFERENCES FROM OTHER REPORTS - LOSSES

AND GAINS PRINTED ARE ACCUMULATED ACROSS THE REPORT. BECAUSE
 " THIS REPORT PRINTS ALL 18 MONTHS OF DATA, EVERY NUMBER PRINTED"
 " IS LIMITED TO FIVE POSITIONS, SO IF YOU KNOW THE POPULATION IS"
 " OVER 99,999 THE LEFT MOST FIGURE WILL NOT SHOW."
 " AENL, TGEDP, STR, GAIN, LOSS, GNNOM, LNOM, VOPRQ, PROJ, NET AND"
 % FILL FOR UP TO 18 MONTHS.

G. NON-ARRIVAL REPORT.
 THIS REPORT LISTS SOLDIERS WHO HAVE DEPARTED THEIR CURUIC ON THE
 PERSONNEL DATA BASE (EPR) AND HAVE NOT YET ARRIVED AT THEIR
 DESTINATION AND WHO WERE DUE IN EITHER IN THE CURRENT MONTH OR
 UP TO FIVE MONTHS PRIOR TO THE CURRENT MONTH.

H. NON-DEPARTURE REPORT.
 THIS REPORT LISTS SOLDIERS WHO HAVE NOT DEPARTED THEIR CURUIC ON
 PERSONNEL DATA BASE (EPR) AND ARE ON ORDERS TO DO SO EITHER IN
 THE CURRENT MONTH OR UP TO FIVE MONTHS PRIOR TO THE CURRENT
 MONTH.

I. SSN REPORT.
 THIS REPORT LISTS SOLDIERS AND SHOWS WHERE THEY ARE COUNTED IN
 THE STATISTICAL DATA BASE. IT IS INTENDED AS A DIAGNOSTIC TOOL.

J. TRACKER REPORT.
 " TGEDP, AENL, PROJ AND % FILL FOR UP TO THREE MONTHS AND THE"
 ACCUMULATION OF VOPRQ AND GNNOM FROM THE CURRENT MONTH TO THE
 LAST REPORTED MONTH.

K. LAYDOWN REPORT - NO LONGER AVAILBER

L. AIRBORNE TRACKER REPORT.
 " UNLIKE OTHER "MO" REPORTS THIS REPORT IS LIMITED TO REPORTING"
 " SOLDIERS WITH A DML OF BRG AND AN SQIENL OF "V", "P", OR "S" AND"
 ALL SOLDIERS IN DMSL D6F.
 " AUTH (AENL), ASG (PROJ) AND % FILL FOR UP TO FOUR MONTHS"
 ACCUMULATION OF OPEN (VOPRQ) FROM THE CURRENT MONTH TO THE
 LAST REPORTED MONTH.

REPORTED INFORMATION IS DEFINED AS FOLLOWS:

AENL	AUTHORIZATIONS.
AENLF	FEMALE AUTHORIZATIONS.
AENLI	INTERCHANGEABLE AUTHORIZATIONS.
ANET	PERCENTAGE OF AUTHORIZATIONS CALCULATED TO BE FILLED BY
"	PROJECTED STRENGTH (PROJ), OPEN REQUISITIONS (VOPRQ) AND"
	NOMINATION GAINS (GNNOM).
GAIN	PROJECTED GAINS.
GNAIT	GAINS - AIT (SUBSET OF GAIN).
GNFEM	PROJECTED GAINS - FEMALE (SUBSET OF GAIN)
GNNOM	NOMINATION GAINS (SUBSET OF GAIN).
GNONO	GAINS ON ORDERS. (SUBSET OF GAIN).
LASG	PROJECTED LOSSES FROM ASSIGNMENTS (SUBSET OF LOSS).
LETS	PROJECTED LOSSES AT ETS DATE (SUBSET OF LOSS).
LFEM	PROJECTED LOSSES - FEMALE (SUBSET OF LOSS).
LDERS	PROJECTED LOSSES AT DEROS (SUBSET OF LOSS)
LNOM	PROJECTED LOSSES FROM NOMINATIONS (SUBSET OF LOSS).
LNOMF	PROJECTED LOSSES FROM NOMINATIONS - FEMALE (SUBSET OF
	LNOM AND LOSS)
LOSS	PROJECTED LOSSES.
LEEL	PROJECTED LOSSES FROM REENLISTMENT (SUBSET OF LOSS).
"	NET PROJECTED STRENGTH (PROJ), OPEN REQUISITIONS (VOPRQ) AND"
	NOMINATION GAINS (GNNOM) MINUS NOMINATION LOSSES (LNOM).
PROJ	PROJECTED STRENGTH.

PROJF	PROJECTED STRENGTH - FEMALE.
PROJN	PROJECTED STRENGTH INCLUDING NOMINATION GAINS AND LOSSES
RSTR	REQUIRED STRENGTH.
STR	CURRENT MONTH - STRENGTH.
TGEDP	TARGET EDP
VOARQ	OPEN REQUISITIONS - ADVANCED INDIVIDUAL TRAINEES (AIT). (SUBSET OF VOPRQ).
VOPRQ	OPEN REQUISITIONS.
VORRQ	OPEN REQUISITIONS RESTRICTED TO REENLISTMENTS (SUBSET OF VOPRQ).
VORFI	OPEN REQUISITIONS NOT RESTRICTED TO MALE SOLDIERS (SUBSET OF VOPRQ).
%FILL	PERCENTAGE OF EITHER AUTHORIZATIONS OR TARGET EDP WHICH PROJECTED STRENGTH (PROJ) EXPECTS TO FILL.

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
 "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE"
 ""ENTER"" KEY."

(MO) STATISTICAL DATA QUERY

EMO2 STATISTICAL DATA QUERY		UNCLASSIFIED	15:30	11/DEC/01	ZJU-MO2
***** SELECTION CRITERIA *****					
ENTER ORGANIZATION LEVEL(S), AND/OR OTHER APPROPRIATE DATA.					
UPC	___	___	___	___	ORGRAA ___
DML	___	___	___	___	MOSENL ___
DMSL	___	___	___	___	PLVLSN ___
UNTCA	___	___	___	___	SQIENL ___
PMAE	___	___	___	___	ASIENL ___
PPA	___	___	___	___	LIC ___
TPSN	___	___	ARALOC	___	CMFENL ___
ARLOC	___	___	___	___	GEOLOC ___
SELECT MONTHS Y/N (N) OR DEFAULT ALL MONTHS BEGINNING WITH CM THROUGH CM+10					
PRESS ENTER TO CONTINUE OR PF3 (F3) TO EXIT.					
WHERE NEXT - ___					

ZJUMOP2

"THIS SCREEN WILL ALLOW EITHER "ALL" TO BE ENTERED IN A UPC OR ANY COMBINATION OF ORGANIZATIONAL AND/OR MOSENL SELECTIONS WITH THESE EXCEPTIONS:

- " - IF CONIND IS SELECTED, AT LEAST ONE OTHER SELECTION MUST ALSO BE ENTERED.
- " - IF THE SSN SEARCH (REPORT "I") WAS SELECTED ON THE FIRST SCREEN A UPC MUST ALSO BE ENTERED.
- " - OPTION "ALL" CANNOT BE USED WITH THE NON-ARRIVAL REPORT (G), NON-DEPARTURE REPORT (H), SSN SEARCH (I), OR UNIT MANNING (F)."

THIS SCREEN ALSO ALLOWS YOU SELECT SPECIFIC DATES FOR THE REPORT BY ENTERING A "Y" IN THE SELECT MONTHS Y/N FIELD AT THE BOTTOM OF THE SCREEN.

THE DATE SELECTION SCREEN ALLOWS UP TO TEN DATES FROM THE CURRENT MONTH TO CURRENT MONTH PLUS 17 FOR REPORTS A THROUGH E AND I, UP TO THREE MONTHS FOR REPORT J (TRACKER), TWO FOR REPORT K (LAYDOWN REPORT), AND FOUR FOR REPORT L (AIRBORNE TRACKER). ONLY REPORT F (UNIT MANNING) CAN REPORT ALL 18 MONTHS OF DATA.

FOR REPORTS G (NON-ARRIVAL) AND H (NON-DEPARTURE) YOU MAY SELECT THE CURRENT MONTH AND/OR ANY MONTH UP TO FIVE MONTHS PRIOR TO THE CURRENT MONTH.

(MO) STATISTICAL DATA QUERY

EMO4 STATISTICAL DATA QUERY UNCLASSIFIED 15:32 11/DEC/01 ZJU-MO4
***** STATISTICAL REPORT BREAK SELECTION SCREEN *****

PLEASE SELECT FROM THE BELOW LISTED FIELD NAMES WHERE REPORT BREAKS
ARE DESIRED. USE "1" TO "8" TO INDICATE HIGH TO LOW ORDER.

_ PUD	_ MOSEN	_ PPA
_ DMSL	_ PLVLSN	_ GEOLOC
_ DML	_ SKL	_ ARALOC
_ PMAE	_ SQIENL	_ ARLOC
_ UNTCA	_ ASIENL	_ TPSN
_ CMFENL	_ LIC	_ CONIND
_ ORGRAA		

CALCULATE PERCENT FILL USING: Y AENL N TGEDP

PRESS ENTER TO CONTINUE.

WHERE NEXT - ____

ZJUMOP4

THE REPORT BREAK SELECTION SCREEN ALLOWS UP TO EIGHT SORT LEVELS TO BE
SELECTED BY NUMBERING THE SELECTIONS IN THE ORDER YOU WISH THE REPORT TO
BE IN. EACH NUMBER ENTERED WILL RESULT IN TOTALS BEING REPORTED FOR THE
FIELD SELECTED.

"FOR EXAMPLE, IF A DMSL WERE ENTERED ON THE PREVIOUS SCREEN, YOU MIGHT"
"ENTER A "1" IN THE BLANK BEFORE MOSEN AND A "2" IN THE BLANK BEFORE SKL."
THIS WOULD RESULT IN TOTALS FOR ALL SKILL LEVELS AND EACH MOSEN WITHIN
THE SELECTED DMSL.

THIS SCREEN ALSO ALLOWS YOU TO DETERMINE WHETHER THE %FILL REPORTED SHOULD
BE CALCULATED BASED ON AUTHORIZATIONS (AENL) OR TARGET EDP (TGEDP). THE
DEFAULT FOR THIS CALCULATION IS AUTHORIZATIONS.

(MO) STATISTICAL DATA QUERY

EMO5 STATISTICAL DATA QUERY UNCLASSIFIED 09:51 12/DEC/01 ZJU-MO5
***** SORT SELECTION SCREEN *****

PLEASE MAKE ONE SELECTION IN EACH OF THE FOLLOWING CATEGORIES BY
TYPING AN "X" IN THE SPACE PROVIDED.

SELECT ONE OF THE FOLLOWING TO DETERMINE DATA TO BE INCLUDED:

- WITH DML THS
- WITHOUT DML THS

SELECT ONE OF THE FOLLOWING TO DETERMINE SORT SEQUENCE:

- SKILL LEVEL
- MOS AND SKILL LEVEL
- DML AND SKILL LEVEL

PRESS ENTER TO CONTINUE.

WHERE NEXT - ____

ZJUMOP5

"THE SORT SELECTION SCREEN IS DISPLAYED ONLY WHEN "ALL" HAS BEEN ENTERED"
ON SCREEN 2.

"THE FIRST SELECTION CRITERION TO BE ENTERED IS WHETHER THE DML "THS"
"SHOULD BE INCLUDED IN THE REPORT. ENTER "X" IN THE FIRST BLANK TO INCLU"
"DML "THS" AND IN THE SECOND BLANK TO EXCLUDE THEM. (NOTE: THIS WILL NOT"
AFFECT COUNTS WHICH INCLUDE THOSE SOLDIERS CONSIDERED IN-TRANSIT.)

IN THE BOTTOM HALF OF THE SCREEN YOU MUST SELECT ONE OF THE SORT LEVELS
LISTED:

SKILL LEVEL WILL SUMMARIZE THE ENTIRE STATISTICAL DATA BASE BY THE
FIVE SKILL LEVELS IN THE SELECTED REPORT FORMAT.

MOS AND SKILL LEVEL WILL SUMMARIZE THE ENTIRE STATISTICAL DATA BASE
AND REPORT TOTALS IN THE SELECTED FORMAT FOR EACH SKILL LEVEL WITHIN
AN MOS AS WELL AS FOR EACH MOS.

DML and Skill Level will summarize the entire Statistical Data Base
and report totals in the selected format for each skill level within
an DML as well as for each DML.

(MQ) STATISTICAL DATA QUERY

EMQ1 STATISTICAL DATA QUERY		UNCLASSIFIED		15:42		10/DEC/01		ZJU-MQ1															
***** SELECTION CRITERIA *****																							
SELECT AT LEAST ONE ORGANIZATION LEVEL AND ONE OTHER CRITERIA																							
DML ____		DMSL ____		UPC ____		PMAE ____		UNTCA ____															
PPA ____		ARALOC ____		TPSN ____		GEOLOC ____		ARLOC ____ ORGRAA ____															
***** OPTIONAL SELECTION CRITERIA *****																							
MOSENL ____					-OR- CMFENL ____																		
PLVLSN ____		SQIENL ____		ASIENL ____		LIC ____																	
DEFAULT DISPLAY IS ALL MONTHS, TO VIEW SELECTED MONTHS ENTER "X" BELOW																							
DEC		JAN		FEB		MAR		APR		MAY		JUN		JUL		AUG		SEP		OCT		NOV	
-		-		-		-		-		-		-		-		-		-		-		-	
DEC		JAN		FEB		MAR		APR		MAY		HAAP UNITS ONLY Y/N (_)											
-		-		-		-		-		-													
PRESS ENTER TO CONTINUE OR PF3 (F3) TO EXIT										WHERE NEXT - ____													

ZJUMQP1

THE PURPOSE OF THIS SCREEN IS TO DEFINE THE STATISTICAL QUERY TO RETRIEVE INFORMATION FROM THE STATISTICAL DATA BASE

SELECT AT LEAST ONE ORGANIZATIONAL LEVEL AND ONE OTHER CRITERIA. IF THE FIELD "UNTCA IS SELECTED, YOU MUST ALSO SELECT ANOTHER ORGANIZATIONAL LEVEL FROM THE" TOP SECTION OF THE SCREEN OR ENTER SPECIFIC MOS OR CMF SELECTIONS FROM THE OPTIONAL SELECTION CRITERIA SECTION OF THE SCREEN.

"AFTER ENTERING THE CRITERIA ON WHICH THE QUERY IS TO BE BASED, TYPE AN "X" IN" THE SPACE BELOW EACH MONTHS INFORMATION YOU WANT DISPLAYED. IF NO SELECTIONS "ARE MADE, THE SYSTEM WILL DISPLAY DATA FOR ALL MONTHS FROM CURRENT MONTH THRU" CURRENT MONTH PLUS 17.

"IN THE AREA TITLED HAAP UNITS ONLY Y/N (_), ENTER A "Y" IF ONLY UNITS THAT" ARE AUTHORIZED HAAP ALLOCATIIONS ARE DESIRED. IF ONLY UNITS IN WHICH NO HAAP "ALLOCATIONS ARE DESIRED, ENTER A "N" IN THE SPACE PROVIDED. IF INFORMATION IS "DESIRED ON ALL UNITS, WITH OR WITHOUT HAAP ALLOCATIONS, SIMPLY BYPASS THIS" "ENTRY. AFTER ALL SELECTIONS HAVE BEEN MADE, PRESS THE ENTER KEY TO CONTINUE."

THE FOLLOWING IS A DEFINITION OF EACH OF THE SELECTION CRITERIA ON THE SCREEN:

DML	DISTRIBUTION MANAGEMENT LEVEL
DMSL	DISTRIBUTION MANAGEMENT SUB-LEVEL
" UPC	UNIT PROCESSING CODE (IF DESIRED, THE FIRST THREE CHARACTERS OF" THE UPC MAY BE ENTERED TO RECEIVE DATA ON ALL UICS WITHIN THE REQUESTED PUD (PARENT UNIT DESIGNATOR))
PMAE	UNIT PERSONNEL MANAGEMENT ACTIVITY CODE
UNTCA	UNIT COMMAND ASSIGNMENT CODE (MACOM)

PPA	PERSONNEL INFORMATION SYSTEM PROCESSING ACTIVITY
ARALOC	ARMY AREA OF LOCATION
GEOLOC	GEOGRAPHIC LOCATION CODE (THIS WILL BE THE TWO CHARACTER NUMERIC STATE LOCATION CODE OR THE TWO CHARACTER ALPHA COUNTRY CODE FOR OVERSEA AREAS. ALASKA AND HAWAII USE THE STATE CODES)
ARLOC	ARMY LOCATION CODE
ORGRAA	ORGANIZATION REQUISITION ASSIGNMENT CODE
MOSENL	THREE CHARACTER MILITARY OCCUPATIONAL SPECIALTY (MOS) CODE
CMFENL	CAREER MANAGEMENT FIELD
PLVLSN	PAY LEVEL SERIAL NUMBER (PAY GRADE 1 - 9)
SQIEN	SKILL QUALIFICATION INDICATOR (SQI) CODE
ASIENL	ADDITIONAL SKILL IDENTIFIER (ASI) CODE
LIC	LANGUAGE IDENTIFIER CODE

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
 "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNLE QUERY, TYPE ""PQ"" AND PRESS THE"
 ""ENTER"" KEY."

(MQ) STATISTICAL DATA QUERY

```
EMQ2 STATISTICAL DATA QUERY      UNCLASSIFIED      15:44   10/DEC/01   ZJU-MQ2
***** STATISTICAL REPORT SELECTION SCREEN *****
```

A PLEASE SELECT A REPORT TYPE AND ENTER OPTION IN THE BOX TO THE LEFT.

A. MANAGEMENT DATA DISPLAY	B. STRENGTH DETAIL
C. AUTHORIZATION DETAIL	D. GAINS/LOSSES
E. REQUISITION DETAIL	X. EXIT

A PLEASE SELECT AN OUTPUT DESTINATION.

A. TERMINAL DISPLAY B. REMOTE PRINTER C. LOCAL PRINTER D. MAIN PRINTER

1 ENTER THE NUMBER OF COPIES

PRESS ENTER TO CONTINUE OR PF3 (F3) TO EXIT

WHERE NEXT - ____

ZJUMQP2

THE STATISTICAL REPORT SELECTION SCREEN ALLOWS YOU TO SELECT THE TYPE OF REPORT DESIRED, THE LOCATION THE REPORT IS TO BE DELIVERED TO, AND THE NUMBER OF COPIES DESIRED IF THE REPORT IS TO BE IN A PRINTED FORM.

TYPE THE LETTER THAT IDENTIFIES THE TYPE OF REPORT DESIRED. THE DEFAULT FOR THIS FIELD IS "A" WHICH IDENTIFIES THE "MANAGEMENT DATA REPORT" WHICH IS THE MOST COMMONLY USED.

ENTER THE APPROPRIATE LETTER IN THE SPACE PROVIDED FOR OUTPUT DESTINATION. THIS FIELD ALSO DEFAULTS TO SELECTION "A" WHICH IS THE TERMINAL DISPLAY. ONCE AGAIN THIS IS THE OPTION MOST FREQUENTLY USED.

"IN THE EVENT PRINTED COPIES ARE DESIRED, ENTER "1" THROUGH "9" TO INDICATE THE NUMBER OF COPIES TO BE PRINTED. IF NO ENTRY IS MADE, THE NUMBER WILL DEFAULT TO "1".

"AFTER ALL SELECTIONS ARE MADE, PRESS THE ENTER KEY TO CONTINUE."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION. FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "ENTER" KEY."

(MQ) STATISTICAL DATA QUERY

EMQ3 STATISTICAL DATA QUERY UNCLASSIFIED 15:45 10/DEC/01 ZJU-MQ3
REPORT A ***** MANAGEMENT DATA DISPLAY *****
DML=XXX

***** JAN02 *****

GRADE	AENL	TGEDP	RET	GAIN	GNNOM	VOPRQ	PROJN	PROJ	% FILL
E1	0	0	40	1	0	0	41	41	0.0
E2	0	0	153	0	0	0	153	153	0.0
E3	682	0	441	3	0	0	445	445	65.2
E4	913	1482	818	65	0	1	913	913	100.0
E1-4	1595	1482	1452	69	0	1	1552	1552	97.3
E5	630	628	556	9	0	0	571	571	90.6
E6	305	323	299	1	1	0	305	304	99.6
E5-6	935	951	855	10	1	0	876	875	93.5
E7	191	187	200	3	0	0	206	206	107.8
E8	65	65	69	0	0	1	70	70	107.6
E7-8	256	252	269	3	0	1	276	276	107.8
E9	17	17	17	0	0	0	17	17	100.0
E5-8	1191	1203	1124	13	1	1	1152	1151	96.6
E1-8	2786	2685	2576	82	1	2	2704	2703	97.0
TOTAL	2803	2702	2593	82	1	2	2721	2720	97.0

PRESS ENTER TO CONTINUE

SELECT NEW REPORT TYPE _ WHERE NEXT - _

ZJUMQP3

"REPORT "A" IS THE "MANAGEMENT DATA DISPLAY".

IN THE SPACE BETWEEN THE TITLE OF THE REPORT AND THE MONTH FOR WHICH THE DATA

"IS DISPLAYED, YOU WILL ALWAYS BE ABLE TO SEE THE QUERY ON WHICH THE DISPLAYED"

"DATA IS BASED. ONCE YOU HAVE REVIEWED THE INFORMATION ON THE SCREEN, PRESS"

ENTER AND THE NEXT MONTHS DATA WILL APPEAR. WHEN THE LAST MONTHS DATA IS

"DISPLAYED, THE MESSAGE "LAST YEAR AND MONTH DATA IN QUERY" WILL APPEAR AT THE"
BOTTOM LEFT SIDE OF THE SCREEN. IN THE EVENT YOU DESIRE TO MOVE BACKWARDS IN

"THE PROGRAM, PRESS THE PF4 KEY AND YOU WILL SEE THE PREVIOUS MONTHS INFORMATION"

"DISPLAYED. ON THE BOTTOM LINE OF THE SCREEN, THERE IS A FIELD TITLED "SELECT"

"NEW REPORT TYPE". TYPE THE CHARACTER THAT INDICATES OTHER STAT QUERY REPORTS,"

PRESS THE ENTER KEY AND THE PROGRAM WILL SHIFT TO THAT REPORT. THE FOLLOWING

ARE THE VALUES THAT MAY BE ENTERED IN THIS FIELD AND THE TYPE OF REPORTS:

" "B" STRENGTH DETAIL REPORT"

" "C" AUTHORIZATION DETAIL REPORT"

" "D" GAINS/LOSSES REPORT"

" "E" REQUISITION DETAIL REPORT"

THE FOLLOWING IS A LIST OF DEFINITIONS FOR THE FIELDS THAT APPEAR ON THIS
SCREEN:

AENL = AUTHORIZED ENLISTED STRENGTH

TGEDP = ENLISTED DISTRUBUTION PLAN OF TARGETED REQUIREMENTS

RET = RETAINABLES

GAIN = TOTAL GAINS

GNNOM = NOMINATION TOTAL GAINS

VOPRQ = VALID OPEN REQUISITIONS

PROJN = PROJECTED STRENGTH WITH NOMS

PROJ = PROJECTED STRENGTH WITHOUT NOMS

% FILL = BASED ON PROJECTED STRENGTH AGAINST AUTHORIZATIONS

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."

"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE"
""ENTER"" KEY."

(MQ) STATISTICAL DATA QUERY

EMQ4 STATISTICAL DATA QUERY UNCLASSIFIED 15:46 10/DEC/01 ZJU-MQ4
REPORT B ***** STRENGTH DETAIL *****
DML=XXX

***** CURRENT MONTH *****

	E1	E2	E3	E4	E5	E6	E7	E8	E9
STR	40	160	471	898	611	327	214	74	19
STRPRM	0	0	0	0	0	0	13	6	2
STRFEM	11	49	179	229	130	62	37	12	2
GNPDUE	0	0	0	1	3	1	0	0	0
LSPDUE	0	0	1	5	2	0	0	0	0
PROJ	40	156	452	877	584	315	206	71	19

***** JAN02 *****

RET	40	153	441	818	556	299	200	69	17
LOSS	0	3	10	29	22	12	3	1	2
LNOM	0	0	0	0	0	0	0	0	0
GAIN	1	0	3	65	9	1	3	0	0
GNNOM	0	0	0	0	0	1	0	0	0
PROJF	11	49	181	258	132	62	39	12	2
PROJN	41	153	445	913	571	305	206	70	17
PROJ	41	153	445	913	571	304	206	70	17

PRESS ENTER TO CONTINUE

SELECT NEW REPORT TYPE _ WHERE NEXT - _

ZJUMQP4

"REPORT "B" IS THE "STRENGTH DETAIL REPORT".

"IN THE SPACE BETWEEN THE TITLE OF THE REPORT AND THE CURRENT MONTH DATA, YOU" WILL ALWAYS BE ABLE TO SEE THE QUERY ON WHICH THE DISPLAYED DATA IS BASED.

"ONCE YOU HAVE REVIEWED THE INFORMATION ON THE SCREEN, PRESS ENTER AND THE NEXT"

"MONTHS DATA WILL APPEAR. WHEN THE LAST MONTHS DATA IS DISPLAYED, THE MESSAGE"

" "LAST YEAR AND MONTH IN QUERY" WILL APPEAR AT THE BOTTOM LEFT SIDE OF THE"

"SCREEN. IN THE EVENT YOU DESIRE TO MOVE BACKWARDS IN THE PROGRAM, PRESS THE"

PF4 KEY AND THE PREVIOUS MONTHS INFORMATION WILL BE DISPLAYED. THE INFORMATION

DISPLAYED IN THE SECTION MARKED CURRENT MONTH REMAINS CONSTANT REGARDLESS OF

WHAT MONTHS INFORMATION APPEARS ON THE BOTTOM HALF OF THE SCREEN. ON THE

"BOTTOM LINE OF THE SCREEN THERE IS A FIELD TITLED "SELECT NEW REPORT TYPE. TYPE"

"THE CHARACTER THAT INDICATES OTHER STAT QUERY REPORTS, PRESS THE ENTER KEY, AND"

THE PROGRAM WILL SHIFT TO THAT REPORT. THE FOLLOWING ARE VALUES THAT MAY BE

ENTERED IN THIS FIELD AND THE TYPE OF REPORTS:

" "A" MANAGEMENT DATA DISPLAY"

" "C" AUTHORIZATION DETAIL REPORT"

" "D" GAINS/LOSSES REPORT"

" "E" REQUISITION DETAIL REPORT"

THE FOLLOWING IS A LIST OF DEFINITIONS FOR THE FIELDS THAT APPEAR ON THIS SCREEN:

CURRENT MONTH

STR = ASSIGNED STRENGTH
STRPRM = ASSIGNED STRENGTH PROMOTABLE
STRFEM = ASSIGNED STRENGTH FEMALE
GNPDUE = GAINS PAST DUE
LSPDUE = LOSSES PAST DUE
PROJ = PROJECTED STRENGTH WITHOUT NOMS

ALL MONTHS

RET	=	RETAINABLE STRENGTH
LOSS	=	TOTAL LOSSES
LNOM	=	NOMINATION LOSSES
GAIN	=	TOTAL GAINS
GNNOM	=	NOMINATIONS TOTAL GAINS
PROJF	=	PROJECTED FEMALE STRENGTH
PROJN	=	PROJECTED STRENGTH WITH NOMS
PROJ	=	PROJECTED STRENGTH WITHOUT NOMS

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE"
""ENTER"" KEY."

(MQ) STATISTICAL DATA QUERY

EMQ5 STATISTICAL DATA QUERY UNCLASSIFIED 15:48 10/DEC/01 ZJU-MQ5
REPORT C ***** AUTHORIZATION DETAIL *****
DML=XXX

***** JAN02 *****

GRADE	RSTR	RSTRF	RSTRI	RSTRM	AENL	AENLF	AENLI	AENLM	TGEDP
E1-4	1790	0	1790	0	1595	0	1595	0	1482
E5	704	0	704	0	630	0	630	0	628
E6	374	0	374	0	305	0	305	0	323
E7	220	0	219	1	191	0	190	1	187
E8	69	0	69	0	65	0	65	0	65
E9	21	0	21	0	17	0	17	0	17
TOTAL	3178	0	3177	1	2803	0	2802	1	2702

E1-4
E5
E6
E7
E8
E9
TOTAL

PRESS ENTER TO SCROLL FORWARD SELECT NEW REPORT TYPE _ WHERE NEXT - _

ZJUMQP5

"REPORT "C" IS THE "AUTHORIZATION DETAIL REPORT".

IN THE SPACE BETWEEN THE TITLE OF THE REPORT AND THE MONTH FOR WHICH THE DATA
"IS DISPLAYED, YOU WILL ALWAYS BE ABLE TO SEE THE QUERY ON WHICH THE DISPLAYED"
DATA IS BASED. THIS SCREEN DISPLAYS TWO MONTHS OF DATA AT THE SAME TIME. ONCE
"YOU HAVE REVIEWED THE INFORMATION ON THE SCREEN, PRESS THE ENTER KEY AND THE"
NEXT TWO MONTHS INFORMATION WILL APPEAR. WHEN THE LAST TWO MONTHS DATA IS
"DISPLAYED, THE MESSAGE "LAST YEAR AND MONTH DATA IN QUERY" WILL APPEAR AT THE"
BOTTOM LEFT SIDE OF THE SCREEN. IN THE EVENT YOU DESIRE TO MOVE BACKWARDS IN
"THE PROGRAM, PRESS THE PF4 KEY ANY YOU WILL SEE THE PREVIOUS MONTHS INFORMATION"
"DISPLAYED. ON THE BOTTOM LINE OF THE SCREEN, THERE IS A FIELD TITLED "SELECT"
"NEW REPORT TYPE". TYPE THE CHARACTER THAT INDICATED OTHER STAT QUERY REPORTS,"
PRESS THE ENTER KEY AND THE PROGRAM WILL SHIFT TO THAT REPORT. THE FOLLOWING
ARE THE VALUES THAT MAY BE ENTERED IN THIS FIELD AND THE TYPE OF REPORTS:

" "A" MANAGEMENT DATA DISPLAY"
" "B" STRENGTH DETAIL REPORT"
" "D" GAINS/LOSSES REPORT"
" "E" REQUISITION DETAIL REPORT"

THE FOLLOWING IS A LIST OF DEFINITIONS FOR THE FIELDS THAT APPEAR ON THIS
SCREEN:

RSTR = REQUIRED STRENGTH-ENLISTED
RSTRF = REQUIRED STRENGTH FEMALE-ENLISTED
RSTRI = REQUIRED STRENGTH INTERCHANGABLE-ENLISTED
RSTRM = REQUIRED STRENGTH MALE-ENLISTED
AENL = AUTHORIZED STRENGTH-ENLISTED
AENLF = AUTHORIZED STRENGTH FEMALE-ENLISTED
AENLI = AUTHORIZED STRENGTH INTERCHANGABLE-ENLISTED
AENLM = AUTHORIZED STRENGTH MALE-ENLISTED
TGEDP = ENLISTED DISTRIBUTION PLAN OF TARGETED REQUIREMENTS

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE"
""ENTER"" KEY."

(MQ) STATISTICAL DATA QUERY

EMQ6 STATISTICAL DATA QUERY UNCLASSIFIED 15:49 10/DEC/01 ZJU-MQ6
REPORT D ***** GAINS AND LOSSES DISPLAY *****
DML=CAR

```
***** JAN02 *****
GAINS
GRADE      E1-4      E5      E6      E7      E8      E5-8      E9      TOTAL
GAIN        69        9        1        3        0        13        0        82
GNONO       69        9        1        3        0        13        0        82
GNAIT       53        0        0        0        0        0        0        53
GNINT        0        0        0        0        0        0        0        0
MOSIN        1        0        0        0        0        0        0        1
*****
LOSSES
LOSS        42        22        12        3        1        38        2        82
LDERS        0        0        0        0        0        0        0        0
LETS        12        5        1        1        1        8        0        20
LASG        27        17        10        1        0        28        2        57
LREEL        5        3        0        0        0        3        0        8
LOTH         3        0        1        1        0        2        0        5
MOSOUT        1        0        0        0        0        0        0        1

PRESS ENTER TO CONTINUE          SELECT NEW REPORT TYPE _  WHERE NEXT - _
```

ZJUMQP6

"REPORT "D" IS THE "GAINS AND LOSSES DISPLAY"
IN THE SPACE BETWEEN THE TITLE OF THE REPORT AND THE MONTH FOR WHICH THE DATA
"IS DISPLAYED, YOU WILL ALWAYS BE ABLE TO SEE THE QUERY ON WHICH THE DISPLAYED"
"DATA IS BASED. ONCE YOU HAVE REVIEWED THE INFORMATION ON THE SCREEN, PRESS"
ENTER AND THE NEXT MONTHS DATA WILL APPEAR. WHEN THE LAST MONTHS DATA IS
"DISPLAYED, THE MESSAGE "LAST YEAR AND MONTH DATA IN QUERY" WILL APPEAR AT THE"
BOTTOM LEFT SIDE OF THE SCREEN. IN THE EVENT YOU DESIRE TO MOVE BACKWARDS IN
"THE PROGRAM, PRESS THE PF4 KEY AND YOU WILL SEE THE PREVIOUS MONTHS INFORMATION"
"DISPLAYED. ON THE BOTTOM LINE OF THE SCREEN, THERE IS A FIELD TITLED "SELECT"
"NEW REPORT TYPE". TYPE THE CHARACTER THAT INDICATES OTHER STAT QUERY REPORTS,"
PRESS THE ENTER KEY AND THE PROGRAM WILL SHIFT TO THAT REPORT. THE FOLLOWING
ARE THE VALUES THAT MAY BE ENTERED IN THIS FIELD AND THE TYPE OF REPORTS:

" "A" MANAGEMENT DATA DISPLAY"
" "B" STRENGTH DETAIL REPORT"
" "C" AUTHORIZATION DETAIL REPORT"
" "E" REQUISITION DETAIL REPORT"

THE FOLLOWING IS A LIST OF DEFINITIONS FOR THE FIELDS TAT APPEAR ON THIS
SCREEN:

GAIN = TOTAL GAINS
GNONO = ON ORDERS GAINS
GNAIT = AIT GAINS
GNINT = INTRANSIENT GAINS
MOSIN = PROJECTED SOLDIERS INTO AN MOS
LOSS = TOTAL LOSSES
LDERS = DEROS LOSSES
LETS = ETS LOSSES
LASG = ASSIGNMENT LOSSES
LREEL = REENLISTMENT LOSSES
" LOTH = LOSS OTHER (RETIREMENT, DA BARS, RCP, ETC)"

MOSOUT = PROJECTED SOLDIERS OUT OF AN MOS

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE"
""ENTER"" KEY."

(MQ) STATISTICAL DATA QUERY

EMQ7 STATISTICAL DATA QUERY UNCLASSIFIED 15:50 10/DEC/01 ZJU-MQ7
REPORT E ***** REQUISITION DETAIL *****
DML=CAR

***** JAN02 *****

GRADE	AENL	VOPRQ	VOARQ	VORRQ	VORFI	GNNOM	GNNOF	PROJ	ANET
E1-4	1595	0	1	1	1	0	0	1552	42
E5	630	0	0	0	0	0	0	571	59
E6	305	0	0	0	0	1	1	304	0
E7	191	0	0	0	0	0	0	206	15-
E8	65	0	0	0	1	0	0	70	6-
E9	17	0	0	0	0	0	0	17	0
TOTAL	2803	0	1	1	2	1	1	2720	80

E1-4
E5
E6
E7
E8
E9
TOTAL

PRESS ENTER TO SCROLL FORWARD

SELECT NEW REPORT TYPE _ WHERE NEXT - _

ZJUMQP7

"REPORT ""E"" IS THE ""REQUISITION DETAIL REPORT""."

IN THE SPACE BETWEEN THE TITLE OF THE REPORT AND THE MONTH FOR WHICH THE DATA
"IS DISPLAYED, YOU WILL ALWAYS BE ABLE TO SEE THE QUERY ON WHICH THE DISPLAYED"
DATA IS BASED. THIS SCREEN DISPLAYS TWO MONTHS OF DATA AT THE SAME TIME. ONCE
"YOU HAVE REVIEWED THE INFORMATION ON THE SCREEN, PRESS ENTER AND THE NEXT TWO"
"MONTHS DATA WILL APPEAR. WHEN THE LAST MONTHS DATA IS DISPLAYED, THE MESSAGE"
""LAST YEAR AND MONTH DATA IN QUERY"" WILL APPEAR AT THE BOTTOM LEFT SIDE OF THE"
"SCREEN. IN THE EVENT YOU DESIRE TO MOVE BACKWARDS IN THE PROGRAM, PRESS THE"
PF4 KEY AND YOU WILL SEE THE PREVIOUS MONTHS INFORMATION DISPLAYED. ON THE
"BOTTOM LINE OF THE SCREEN, THERE IS A FIELD TITLED ""SELECT NEW REPORT TYPE""."
"TYPE THE CHARACTER THAT INDICATES OTHER STAT QUERY REPORTS, PRESS THE ENTER KEY"
AND THE PROGRAM WILL SHIFT TO THAT REPORT. THE FOLLOWING ARE THE VALUES THAT
MAY BE ENTERED IN THIS FIELD AND THE TYPE OF REPORTS:

" "A" " MANAGEMENT DATA DISPLAY"
" "B" " STRENGTH DETAIL REPORT"
" "C" " AUTHORIZATION DETAIL REPORT"
" "D" " GAINS/LOSSES REPORT"

THE FOLLOWING IS A LIST OF DEFINITIONS FOR THE FIELDS THAT APPEAR ON THIS
SCREEN:

AENL = AUTHORIZED STRENGTH-ENLISTED
VOPRQ = VALID OPEN REQUISITIONS
VOARQ = VALID OPEN AIT REQUISITIONS
VORRQ = VALID OPEN REENLISTMENT REQUISITIONS
VORFI = VALID OPEN FEMALE/INTERCHANGABLE REQUISITIONS
GNNOM = NOMINATION TOTAL GAINS
GNNOF = NOMINATION GAINS FEMALE
PROJ = PROJECTED STRENGTH WITHOUT NOMS
ANET = NUMBER OF REQUISITIONS TO BE LOADED IN A MONTH TO REACH
" AENL (IF PROJECTIONS EXCEED AUTHORIZATION, THIS WILL"

BE A NEGATIVE NUMBER)

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE"
""ENTER"" KEY."

(01) ORGANIZATION SUBSYSTEM

```
EO10 ORGANIZATION SUBSYSTEM      UNCLASSIFIED      07:23   11/DEC/01   ZJU-O10
***** ORGANIZATION SUBSYSTEM MENU *****
```

```
A = ORGANIZATION ADD
M = ORGANIZATION MODIFY
Q = ORGANIZATION QUERY
R = ORGANIZATION (UIC) REDESIGNATE
T = ORGANIZATION RETRANSMISSION
X = RETURN TO MAIN MENU
```

_ ENTER OPTION DESIRED

WHERE NEXT - _

ZJU01P0

THIS SCREEN DISPLAYS ALL AVAILABLE FUNCTION(S) WITHIN THE ORGANIZATION SUBSYSTEM APPLICABLE TO EACH USER.

"EXAMPLE: TYPE "Q" IN THE ' ENTER OPTION DESIRED' INPUT FIELD AND PRESS"
" THE ENTER KEY. (I.E., "Q" FOR ORGANIZATION QUERY)"

THE ORGANIZATION SUBSYSTEM ENABLES MANAGER/USER TO ADD AND MODIFY DATA IN THE ORGANIZATION DATABASE. IT ALSO ALLOWS THE USER TO QUERY INFORMATION.

(OQ) ORG DATA QUERY

```
EOQ1 ORG DATA QUERY                UNCLASSIFIED                16:16  10/DEC/01  ZJU-OQ1
***** SEARCH CRITERIA SELECTION *****
ENTER PARENT UNIT DESIGNATOR (PUD), DESCRIPTIVE DESIGNATOR (DD) AND DATE IF
DESIRED.  IF DD IS NOT ENTERED, THE PARENT UNIT WILL BE DISPLAYED ALONG WITH
ALL SUBUNITS.  IF DATE IS NOT ENTERED, CURRENT RECORD WILL BE DISPLAYED.

      PUD DD DDMMYY                PUD DD DDMMYY                PUD DD DDMMYY
      ____ ____ ____                ____ ____ ____                ____ ____ ____
      ____ ____ ____                ____ ____ ____                ____ ____ ____
      ____ ____ ____                ____ ____ ____                ____ ____ ____
      ____ ____ ____                ____ ____ ____                ____ ____ ____

-OR- SELECT ONE OR MORE KEYS USING UNIQUE VALUES OR GROUPINGS
***** UNIQUE VALUES *****
      DML ____  RGUN ____  PSC ____  PPA ____  ORGRAA ____  UNTRTY ____  ASGWIN ____
              CONIND ____  CYLU ____  GELOC ____
***** GROUPINGS *****
              DMSL ____  ____  ____  UNTCA ____  ____  ____  PMAE ____  ____  ____

ENTER DATE FOR UNIQUE VALUE OR GROUPINGS (DDMMYY) - ____
DO YOU WANT THE OUTPUT SORTED? N
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT                WHERE NEXT - ____
```

ZJUOQP1

THE ORGANIZATION QUERY ALLOWS USERS TO QUERY ANY REGISTERED UNCLASSIFIED ARMY UNIT/UIC. IT ALSO ALLOWS USERS TO DEFINE A QUERY IN A VARIETY OF WAYS. THE SCREEN IS DIVIDED INTO THREE DISTINCT PARTS. THE UPPER SECTION PERMITS A USER "TO ENTER A SPECIFIC "PUD" OR "PUD DD" AND A SPECIFIC DATE. IF NOT DATE IS "ENTERED, THE RECORDS DISPLAYED WILL BE THOSE THAT ARE CURRENT ON THE DATE OF "THE QUERY. IF "ALL" IS ENTERED IN THE DATE BLOCK, THE SYSTEM WILL DISPLAY ALL "RECORDS (HISTORICAL, CURRENT AND PLANNING). THE USER MUST KNOW THE "PUD" OR "PUD DD" OF THE UNIT(S) TO BE QUERIED. THE MIDDLE SECTION OF THE SCREEN" ALLOWS THE USER TO DEFINE A GROUP OF UNITS WITHIN A UNIQUE VALUE THAT PERTAIN TO A PARTICULAR ELEMENT E.G. ALL THE UNITS WITHIN A CERTAIN DML OR ORGRAA. THE LOWER SECTION IS FOR GROUPINGS OF UNIQUE VALUES WHERE YOU MAY ENTER "MULTIPLE DMSL, UNTCA, OR PMAE."

"TO SELECT THE UNIT(S) TO BE QUERIED, FIRST DECIDE WHAT PORTION OF THE SELECTION" SCREEN IS TO BE USED. THE TOP PORTION OF THE SCREEN IS USED WHEN SELECTING SPECIFIC UICS OR PUDS AND THE LOWER PORTION IS USED TO SELECT AND DISPLAY GROUPS OF UNITS. DATA CANNOT BE ENTERED ON THE UPPER AND LOWER SECTIONS OF THE SCREEN AT THE SAME TIME. IF THE USER ATTEMPTS TO ENTER DATA IN THE UPPER AND "LOWER SECTIONS OF THE SCREEN, AN ERROR MESSAGE WILL BE DISPLAYED."

SCREEN INSTRUCTIONS:

PUD: ENTER A VALID PUD (PARENT ORGANIZATION DESIGNATOR). BY ENTERING ONLY

" THE PUD AND PRESSING ""ENTER"", THE SYSTEM WILL DISPLAY ALL THE UNITS/SUB-"
 " UNITS WITH THAT PARTICULAR PUD. EXAMPLE: IF PUD ""3VS"" IS ENTERED, THE"
 FOLLOWING IS A PARTIAL LISTING OF ORGANIZATIONS THAT WOULD BE DISPLAYED:
 3VSAA 3VS01 3VS03 3VS04 3VS06
 3VS07 3VS08 3VS09 3VS10 3VS1A
 YOU MAY ENTER UP TO 15 DIFFERENT PUD'S AT A TIME.

"DD: ENTER A VALID DD (DESCRIPTION DESIGNATOR). IF DD IS ENTERED, THE USER"
 MUST ALSO ENTER A VALID PUD. BY ENTERING A VALID PUD AND DD AND THEN
 " PRESSING ""ENTER"", THE SYSTEM WILL DISPLAY THE RECORD FOR THE REQUESTED"
 " UNIT(S). EXAMPLE: IF USER ENTERED ""3VSAA"", THE SYSTEM WOULD DISPLAY"
 ONLY THAT UNIT RECORD.

DDMMYY: EACH PUD DD MAY HAVE SEVERAL RECORDS ON THE DATABASE. THESE
 " MULTIPLE RECORDS PROVIDE (HISTORICAL, CURRENT, AND PLANNING RECORDS) ON"
 ALL UNITS. ENTER A VALID DATE FOR THE SELECTED UNIT. WHEN A VALID DATE
 " IS ENTERED, THE RECORD THAT IS APPLICABLE ON THE DATE ENTERED WILL BE"
 " RETRIEVED. ENTER ""ALL"" IN THE DDMMYY FIELD AND ALL RECORDS, HISTORY,"
 " CURRENT, AND PLANNING WILL BE DISPLAYED."

UNIQUE VALUES/GROUPINGS: ENTER A VALID VALUE FOR ONE OR MORE OF THE UNIQUE
 " VALUE/GROUPING FIELDS. IF UNFAMILIAR WITH THESE FIELDS, THE VALID VALUES"
 ARE LOCATED IN THE ORGANIZATION DATA REQUIREMENT DOCUMENT. REMEMBER YOU
 " CANNOT ENTER A ""PUD DD"" IN THE UPPER SECTION AND A UNIQUE VALUE/GROUPING"
 IN THE LOWER SECTION.

DDMMYY: ENTER A VALID DATE IN WHICH YOU WANT TO QUERY THE UNITS SELECTED IN
 THE UNIQUE VALUES/GROUPING SECTION. THIS OPTION WORKS THE SAME AS THE
 " DATE OPTION IN THE UPPER SECTION MINUS THE ""ALL"" COMMAND. IF THE DATE"
 " FIELD IS LEFT BLANK, THE PROGRAM WILL RETRIEVE AND DISPLAY THE CURRENT"
 RECORDS FOR THE SELECTED GROUP OF UNITS.

"SORT: ENTER A ""Y"" IF YOU WANT THE OUTPUT SORTED BY ANYTHING OTHER THAN PUD DD"
 " AND DATE. IF USER SELECTS TO SORT THE OUTPUT, SCREEN ZJU-OQ2 WILL BE"
 DISPLAYED.

"AFTER ENTERING THE QUERY CRITERIA, PRESS THE ""ENTER"" KEY TO CONTINUE."

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
 "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE"
 ""ENTER"" KEY."

(OQ) ORG DATA QUERY

```
EOQ2 ORG DATA QUERY          UNCLASSIFIED      07:03   11/DEC/01   ZJU-OQ2
***** SORT SELECTION SCREEN *****
```

IF YOU WANT THE OUTPUT SORTED, PLACE A "1, 2, 3" IN THE FIELD(S) BELOW.

```
PUDDD PMAE DML DMSL UNTCA UNTRTY CYLU PSC   PPA RGUN ORGRAA CONIND GELOC
-      -      -      -      -      -      -      -      -      -      -      -
```

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN.

WHERE NEXT - ____

ZJUOQP2
SORT SELECTION SCREEN.

SCREEN INSTRUCTION:

"ENTER THE NUMBERS 1, 2, 3 TO INDICATE THE ORDER IN WHICH YOU WANT YOUR OUTPUT"
"SORTED, THEN PRESS THE "ENTER" KEY TO CONTINUE. EXAMPLE: UNTRTY 1, DMSL 2, "
"PUDDD 3. THE OUTPUT WILL BE SORTED BY UNTCA FIRST, DMSL SECOND, THEN BY"
PUDDDD.

THE NEXT SCREEN IS THE REPORT SELECTION SCREEN (ZJU-OQ3).

ERROR MESSAGES WILL BE PROVIDED WHEN ERRONEOUS DATA IS ENTERED.

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "
"ENTER" KEY."

(OQ) ORG DATA QUERY

```
EQQ3 ORG DATA QUERY          UNCLASSIFIED          07:04   11/DEC/01   ZJU-OQ3
***** REPORT SELECTION SCREEN *****
                                THE SEARCH HAS FOUND          4   RECORDS

3   PLEASE SELECT A REPORT TYPE AND ENTER OPTION IN THE BOX AT LEFT.

    1. DETAILED      2. SHORT      3. ONE-LINE      4. LOCATION      9. EXIT

S   PLEASE SELECT AN OUTPUT DESTINATION.

    S. SCREEN DISPLAY    E. EMAIL    F. FTP    L. LOCAL    M. MAIN    R. REMOTE

1   ENTER THE NUMBER OF COPIES

    SORTING SEQUENCE SELECTED IS: PUDDD

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN.          WHERE NEXT - __
```

ZJUOQP3

THIS SCREEN IS FOR SELECTION OF DESIRED REPORT FORMAT.

"EDAS PROVIDES FOUR DIFFERENT REPORT FORMATS: ONE-LINE, SHORT, LOCATION AND DETAILED. EACH OF THE FIRST THREE FORMATS PROVIDE MORE INFORMATION ABOUT YOUR SELECTION. THE ONE-LINE REPORT DISPLAYS UP TO FOURTEEN RECORDS AT A TIME AND CONTAINS THE LEAST AMOUNT OF DATA ABOUT YOUR QUERY. THE ONE-LINE REPORT IS ESPECIALLY USEFUL WHEN REVIEWING A LARGE NUMBER OF RECORDS. THE SHORT REPORT DISPLAYS UP TO THREE RECORDS AT A TIME AND CONTAINS LESS INFORMATION THAN THE DETAILED REPORT BUT MORE THAN THE ONE-LINE. THE DETAILED REPORT DISPLAYS ONE RECORD AT A TIME AND CONTAINS THE MOST INFORMATION. THE LOCATION REPORT IS SIMILAR TO THE ONE-LINE IN THAT IT CONTAINS UP TO FOURTEEN RECORDS. THE BIG DIFFERENCE BETWEEN THE TWO REPORTS IS THAT THE LOCATION REPORT CONTAINS PRIMARILY LOCATION DATA ABOUT THE UNIT.

"THE REPORT SELECTION SCREEN DISPLAYS A DEFAULT VALUE OF "3" AND AUTOMATICALLY "SELECTS THE ONE-LINE REPORT. USERS MAY CHANGE THE REPORT BY SELECTING "1" FOR "THE DETAILED AND "2" FOR THE SHORT REPORTS. THE NUMBER OF RECORDS FOUND, "LOCATED IN THE UPPER RIGHT PORTION OF THE SCREEN, MAY BE USED TO HELP DETERMINE "WHICH REPORT TYPE TO USE.

"THE OUTPUT DESTINATION DEFAULT IS "A" TERMINAL. THESE MAY BE CHANGED IF DESIRED.

"THE MAIN PRINTER "D" IS NOT AVAILABLE FOR THE FIELD."

"UPON COMPLETION OF THE REPORT SELECTION SCREEN, THE USER IS NOW READY TO VIEW "THE SELECTED UNITS. PRESS THE "ENTER" KEY."

ERROR MESSAGES WILL BE PROVIDED WHEN ERRONEOUS DATA IS ENTERED.

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE"
""ENTER"" KEY."

(OQ) ORG DATA QUERY

```
EOQ4 ORG DATA QUERY          UNCLASSIFIED          07:06   11/DEC/01   ZJU-OQ4
***** ONE LINE REPORT *****
IF YOU WISH TO SEE A DETAILED REPORT ON ANY PUDDD, PLACE AN "Y" ON THE "DTL"
LINE NEXT TO THE UPC.

DTL   UPC  ULOCCD DML DMSL UNTCA   UNIT DESIGNATION          LOCNM          PPG
_   HD2AA   H   HOO  NJF  FC       0021 AG DET REPLACEM FT HOOD          09
_   HD201   H   HOO  NJF  FC       0021 AG REPL DET      FT HOOD          09
_   HD21D   H   1CD  D2F  FC       1ST CAV DIV REPL DET      FT HOOD          09
_   HD24D   H   4ID  D3F  FC       4TH INF DIV REPL DET      FT HOOD          09

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN.          WHERE NEXT - __
DISPLAYING RECORDS          1  THRU          4  OF          4  GO TO RECORD _____
```

ZJUOQP4

THE ONE-LINE REPORT SCREEN (ZJU-OQ4) WHICH FOLLOWS DISPLAYS UP TO FOURTEEN "RECORDS. ON THE LEFT SIDE OF THE SCREEN, NEXT TO EACH RECORD, IS AN INPUT "FIELD TITLED "DTL". PLACE A "Y" IN THE "DTL" FIELD TO RECEIVE A DETAILED "REPORT OF A PARTICULAR RECORD. AFTER REVIEWING THE SELECTED RECORD, PRESS " "ENTER" AND THE SYSTEM WILL RETURN TO THE ONE-LINE REPORT."

LOCATED ON THE BOTTOM OF THE SCREEN IS A MESSAGE STATING EXACTLY WHAT RECORDS "ARE BEING REVIEWED. FOR EXAMPLE, RECORDS 1 TO 14 OF 250 RECORDS IS THE MESSAGE" DISPLAYED. ON THE FIRST SCREEN WHICH CONTAINS ONE-LINE REPORTS THE MESSAGE "TOP OF SET APPEARS AND AT THE END THE QUERIED SET OF RECORDS THE MESSAGE "END" "OF SET" WILL BE DISPLAYED. DEPENDING UPON THE NUMBER OF RECORDS RETRIEVED, "AND THE USERS PRESENT LOCATION WITHIN THE SET, PRESS "ENTER" TO SEE THE NEXT" "GROUP OF RECORDS, OR PRESS THE "F4" FUNCTION KEY TO SEE THE PREVIOUS FOURTEEN" RECORDS. THE PROGRAM ALSO HAS THE CAPABILITY TO GO TO A PARTICULAR POINT IN THE SET WITHOUT MOVING 14 RECORDS AT A TIME. A MESSAGE APPEARS ON THE BOTTOM "OF THE SCREEN WHICH STATES "GO TO RECORD -----", TYPE IN THE DESIRED RECORD" YOU WISH TO ADVANCE TO AND THE SYSTEM WILL TAKE YOU TO THAT POINT IN THE SET. "WHEN THE MESSAGE "END OF SET" IS DISPLAYED, THE USER WILL BE RETURNED TO THE " "FIRST IN THE QUERY PATH (ZJU-OQ1) WHEN THE "ENTER" KEY IS PRESSED."

"TOGGLE: TO TOGGLE TO THE SHORT REPORT SCREEN PRESS THE "F6" FUNCTION KEY OR IF " YOU WANT TO VIEW THE DETAIL SCREEN PRESS THE "F7" FUNCTION KEY OR IF YOU WANT "TO GO TO THE LOCATION REPORT SCREEN PRESS THE "F8" FUNCTION KEY."

ERROR MESSAGES WILL BE PROVIDED WHEN ERRONEOUS DATA IS ENTERED.

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE " "ENTER" KEY."

(OQ) ORG DATA QUERY

```
EOQ5 ORG DATA QUERY                UNCLASSIFIED                07:07    11/DEC/01    ZJU-OQ5
***** SHORT REPORT *****
DTL ULOCCD  UPC  DTSURS DTEURS      UNIT DESIGNATION      LOCNM      UNTCA
-   H      HD2AA 990429 991231      0021 AG DET REPLACEM FT HOOD      FC
  UADZIP    UGPONM  UGPOAM  CONIND  USCCL  DML  DMSL  PMAE  PPA  PPG  PSC
76544      C      U      HOO  NJF      8S      MK      09  FS33
  RGUN  ASGWIN  URQFLG  HAPFLG  UMACD  UMVST  AREAX  CYLU  ARLOC  GELOC  UNMST
          Y      Y                      548      48396 HFTZ  C3
***** SHORT REPORT *****
DTL ULOCCD  UPC  DTSURS DTEURS      UNIT DESIGNATION      LOCNM      UNTCA
-   H      HD201 000701 991231      0021 AG REPL DET      FT HOOD      FC
  UADZIP    UGPONM  UGPOAM  CONIND  USCCL  DML  DMSL  PMAE  PPA  PPG  PSC
76544      C      U      HOO  NJF      8S      MK      09  FS33
  RGUN  ASGWIN  URQFLG  HAPFLG  UMACD  UMVST  AREAX  CYLU  ARLOC  GELOC  UNMST
          Y      Y                      548      48396 HFTZ  CO
***** SHORT REPORT *****
DTL ULOCCD  UPC  DTSURS DTEURS      UNIT DESIGNATION      LOCNM      UNTCA
-   H      HD21D 000602 991231      1ST CAV DIV REPL DET      FT HOOD      FC
  UADZIP    UGPONM  UGPOAM  CONIND  USCCL  DML  DMSL  PMAE  PPA  PPG  PSC
76544      C      U      1CD  D2F      9G      MK      09  FS17
  RGUN  ASGWIN  URQFLG  HAPFLG  UMACD  UMVST  AREAX  CYLU  ARLOC  GELOC  UNMST
          Y      Y                      548      48396 HFTZ  CO
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN.      WHERE NEXT - ____
DISPLAYING RECORDS      1 THRU      3 OF      4 GO TO RECORD      _____
```

ZJUOQP5

THE SHORT REPORT PERFORMS FUNCTIONALLY LIKE THE ONE-LINE REPORT. THE DIFFERENCE IS THE AMOUNT OF RECORDS ON THE SCREEN AND THE AMOUNT OF DATA DISPLAYED. WHEN REVIEWING THE SHORT REPORT, YOU MAY VIEW A DETAIL REPORT BY "TYPING A "Y" IN THE SPACE TITLED "DTL" AND PRESSING THE "ENTER" KEY. FOR "UNITS IN HAWAII AND ALASKA THE CONUS INDICATOR (CONIND) IS "O" FOR OVERSEAS" BUT THE ZIP NUMBER (UADZIP) IS POPULATED INSTEAD OF THE APO FIELDS.

"TOGGLE: TO TOGGLE TO THE ONE-LINE SCREEN PRESS THE "F6" FUNCTION KEY OR TO "VIEW THE DETAILED SCREEN PRESS THE "F5" FUNCTION KEY OR IF YOU WANT TO VIEW THE "LOCATION REPORT SCREEN PRESS THE "F7" FUNCTION KEY."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "ENTER" KEY."

ZJUOQP6

THE DETAIL REPORT SCREEN DISPLAYS ONLY ONE RECORD AT A TIME. THIS FORMAT PROVIDES MORE INFORMATION THAN THE ONE-LINE OR SHORT REPORTS.

"NOTE: IN THE EVENT SPECIAL INSTRUCTIONS EXIST FOR THE QUERIED UIC, APPLICABLE" SI(S) WILL BE DISPLAYED AT THE BOTTOM PORTION OF THIS SCREEN.

"TOGGLE: TO TOGGLE TO THE ONE-LINE REPORT PRESS THE "F7" FUNCTION KEY OR IF" "YOU WANT TO GO TO THE SHORT REPORT SCREEN PRESS THE "F5" FUNCTION KEY OR IF" "YOU WANT TO GO TO THE ALTERNATE LOCATION SCREEN PRESS THE "F8" FUNCTION KEY OR" "IF YOU WANT TO GO TO THE LOCATION REPORT SCREEN PRESS THE "F6" FUNCTION KEY."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE" "ENTER" KEY."

(OQ) ORG DATA QUERY

EOQ7 ORG DATA QUERY UNCLASSIFIED 07:09 11/DEC/01 ZJU-OQ7

ALTERNATE LOCATIONS FOR UIC HD2AA

ULOC CD	STLOC	ARALOC	ARLOC	LOCNM	ZIP	UGPONM
H	48	5	48396	FT HOOD	76544	

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN.

WHERE NEXT - ____

ZJUOQP7

ANOTHER FUNCTION THAT HAS BEEN ADDED TO THE ORGANIZATION QUERY FUNCTION IS THE ALTERNATE LOCATION SCREEN. THIS SCREEN PROVIDES LIMITED INFORMATION ABOUT THE UNIT IN THE EVENT THE UNIT HAS AN ALTERNATE LOCATION OTHER THAN THE HOME "H" LOCATION. NORMALLY, A UNIT WILL ONLY CONTAIN DATA ON THE "H" LOCATION. THIS FUNCTION WILL BE USED IN THE EVENT A UNIT HAS BEEN DEPLOYED AWAY FOR ITS HOME LOCATION. EXAMPLE: THE UNITS HOME LOCATION IS ALEXANDRIA, VIRGINIA. THE "PRESENT "P" OR DEPLOYED LOCATION IS AUGSBURG, GERMANY."

THE ALTERNATE LOCATION SCREEN MAY ONLY BE ACCESSED FROM THE DETAILED REPORT SCREEN. THIS IS ACCOMPLISHED BY PRESSING THE "F8" FUNCTION KEY. TO RETURN TO THE DETAILED REPORT SCREE, PRESS THE "F3" FUNCTION KEY."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "ENTER" KEY."

(OQ) ORG DATA QUERY

```
EQO8 ORG DATA QUERY          UNCLASSIFIED          07:19    11/DEC/01    ZJU-OQ8
***** LOCATION REPORT *****
  TO VIEW A DETAILED REPORT PLACE AN "Y" ON THE "DTL" LINE NEXT TO THE DML

DTL DML DMSL UPC AREAX PPG PPA ORGRAA UNTCA UNORPR UNTRTY PMAE UMMST MTOE/DESGT
_   HOO NJF HD2AA 548  09 MK  TH   FC   CON          8S  C3    0021 AG
_   HOO NJF HD201 548  09 MK  TH   FC   CON          8S  CO    0021 AG
_   1CD D2F HD21D 548  09 MK  TH   FC   CON          9G  CO    1ST CAV DI
_   4ID D3F HD24D 548  09 MK  TH   FC   CON          91  CO    4TH INF DI

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN.          WHERE NEXT - ____
DISPLAYING RECORDS          1  THRU          4  OF          4  GO TO RECORD _____
```

ZJUOQP8

"IT SHOULD BE NOTED, THAT WHEN YOU SELECT THE ONE-LINE, SHORT, OR DETAILED"
"REPORT FROM THE REPORT SELECTION SCREEN, YOU WILL ALWAYS GET THE MESSAGE "GO TO"
"RECORD -----" WHICH ALLOWS YOU TO MOVE FORWARD TO A SPECIFIC RECORD. IF YOU"
"ARE SELECTING A SPECIFIC RECORD TO VIEW, SUCH AS THE DETAILED REPORT, FROM THE"
"ONE-LINE REPORT, THE ONLY OPTION UPON COMPLETION OF THE REVIEW IS TO RETURN TO"
"TO THE ONE-LINE BY PRESSING THE "ENTER" KEY OR RELEASE THE RECORD SET BY"
"PRESSING THE "F3" OR "F9" FUNCTION KEYS."

THE FINAL FORMAT IS THE LOCATION REPORT. ITS OPERATIONAL LAYOUT IS IDENTICAL
TO THE ONE-LINE REPORT. IT DISPLAYS UP TO FOURTEEN RECORDS AND ALLOWS THE USER
"TO ACCESS THE DETAILED REPORT BY PLACING A "Y" IN THE "DTL" INPUT FIELD AND"
"PRESS THE "ENTER" KEY TO VIEW THE DETAILED SCREEN. EACH PRESS OF THE "ENTER"
KEY WILL DISPLAY THE NEXT SELECTED RECORD UNTIL ALL SELECTED HAVE BEEN
"DISPLAYED. THE NEXT PRESS OF THE "ENTER" KEY WILL RETURN THE USER TO THE NEXT"
SET OF RECORDS ON THE LOCATION REPORT OR TO THE REPORT SELECTION SCREEN IF ALL
RECORDS HAVE BEEN VIEWED.

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE"
"ENTER" KEY."

(P10) PERSONNEL SUBSYSTEM

```
EP10 PERSONNEL SUBSYSTEM          UNCLASSIFIED          13:31  10/DEC/01  ZJU-P10
***** PERSONNEL SUBSYSTEM MENU *****

A = ASSIGNMENT REMARKS UPDATE      V = ASSIGNMENT PREFERENCE
B = PERSONNEL BOARD DATA          X = RETURN TO MAIN MENU
C = COMPAT RESPONSE
D = PERSONNEL DEPLOYMENT QUERY
E = EDAS SOLDIER RECORD
F = FINANCE RETRANSMIT
H = HAAP UPDATE
I = PERSONAL INFORMATION
J = PROJECTED MOS UPDATE
L = ASSIGNMENT HISTORY UPDATE
M = PROMOTION UPDATE
O = COMPAT ATTACH REQUEST
P = PROMOTION POINTS UPDATE
Q = PERSONNEL QUERY COMBO
R = EARLY SEPARATION PROGRAMS
S = PERSONNEL SSN QUERY
T = MISCELLANEOUS UPDATE (TOTSU)
U = ASSIGN REL PER UPDATE (TOTSU)

_ ENTER OPTION DESIRED                                WHERE NEXT - _
ERROR: X006 XLS2  INVALID SELECTION - PLEASE RE-ENTER
```

THIS SCREEN DISPLAYS ALL AVAILABLE FUNCTION(S) WITHIN THE PERSONNEL SUBSYSTEM APPLICABLE TO EACH USER.

"EXAMPLE: TYPE "E" IN THE ' ENTER OPTION DESIRED' INPUT FIELD AND PRESS"
" THE ENTER KEY. (I.E., "E" FOR EDAS SOLDIER RECORD)"

THE PERSONNEL SUBSYSTEM ENABLES THE USER EXTRACT PERSONNEL INFORMATION
"ON SOLDIER(S) EITHER THROUGH THE SOLDIER RECORD FUNCTION, OR BY THE QUERY"
FUNCTIONS.

THERE IS PERSCOM LEVEL UPDATE CAPABILITY TO THE PERSONNEL DATABASE.

(PC1) - COMPAT APPLICATION

```
EPC1 - COMPAT APPLICATION          UNCLASSIFIED          16:17  10/DEC/01  ZJU-PC1
***** COMPAT STATUS *****
```

ENTER ONE OR MORE SOCIAL SECURITY NUMBERS (SSN)

-OR- ENTER NAME

NAME: _____

PRESS ENTER TO CONTINUE OR F1 FOR HELP OR F3 TO EXIT. WHERE NEXT - ____

THE PURPOSE OF THIS FUNCTION IS TO PROCESS A COMPASSIONATE APPLICATION.

THE FIELD/ASSIGNMENT MANAGERS/SPECIAL ACTIONS: ENTER UP TO 15 SOCIAL SECURITY NUMBERS (SSN) AND PRESS THE ENTER KEY OR ENTER THE SOLDIER'S NAME. A PARTIAL "NAME SEARCH IS ALLOWED BY ENTERING A BACKSLASH AFTER THE PARTIAL NAME (E.G., "JOHN\"). THIS LETS THE USER TELL BETWEEN "JOHN\" IT RETRIEVES JOHNS, JOHNSON, "JOHNHANNSON. "JOHN \" RETRIEVES ONLY JOHN."

"FOR THE SPECIAL ACTIONS BRANCH USER: ENTER A COMPAT STATUS CODE (A = APPROVED, "D = DISAPPROVED, N = NO FURTHER ACTION REQUIRED, P = PENDING) AND PRESS THE "ENTER KEY."

"THE FIELD AND ASSIGNMENT MANAGERS WILL NOT SEE THE COMPAT STATUS INPUT FIELD, "ONLY THE DESIGNATED SPECIAL ACTIONS BRANCH USERS WILL HAVE ACCESS TO THE FULL SCREEN."

ZJUPCP2

THIS SCREEN SHOWS THE STATUS OF THE COMPASSIONATE APPLICATION.

THIS SCREEN IS PROTECTED. THE ONLY USERS THAT WILL BE ABLE TO TYPE INFORMA-
TION ON THE SCREEN IS THE SPECIAL ACTIONS BRANCH (TAPC-EPC-S), ALL OTHER USERS
"WILL HAVE "READ" CAPABILITY."

THE TOP PART OF THE SCREEN IS SOME OF THE SOLDIER'S PERSONNEL DATA: THE
"SOCIAL SECURITY NUMBER, NAME, RANK, REQUISITION CONTROL & SERIAL NUMBER, "
"REQUISITION STAUS, ASSIGNMENT ELIGIBILITY & AVAILABILITY."

THE BOTTOM OF THE SCREEN SHOWS THE STATUS OF THE COMPASSIONATE APPLICATION:
"A = APPROVED, D = DISAPPROVED, N = NO FURTHER ACTION REQUIRED, P = PENDING,"

[COMPST]. THE DATE OF WHEN THE APPLICATION WAS ENTERED IN EDAS [CMPSDT]
"8 CHARACTER FIELD "YYYYMMDD", AND THE STATUS DATE APPLICATION (E.G., THE DATE "
"THE APPLICATION WAS APPROVED OR DISAPPROVED "YYYYMMDD") [DTCSTA]."

THE REMARKS SECTION: TELLS WHY AN APPLICATION WAS DISAPPROVED OR NO FURTHER
ACTION MAY BE NEEDED AND THE REASON WHY.

(PD1) DEPLOYMENT QUERY

```
EPD1 DEPLOYMENT QUERY          UNCLASSIFIED          16:09   10/DEC/01   ZJU-PD1
*****SEARCH CRITERIA SELECTION*****
ENTER ONE OR MORE VALUES IN UNIQUE OR RANGE FIELDS:

PMOSEN  ____  NAME  _____  OUTGOING  _
CTSQIE  _ _  CTASIE  _ _  CTLANG  _ _  -RANGES-
UNTCA   ____  ARLOCH  _____  DML   ____  PLVLSN  _  TO  _
PPA     _ _  PSC     ____  DMSL   ____  DEROS  _____  TO  _____
CURUPC  _____  CONIND  _  AEA   _ _  DTETS  _____  TO  _____
PRPAS   _ _  MEL     _ _  SEX     _  DROS   _____  TO  _____
PCMF    ____  PSIC    _ _  SCOMPT  _ _  DTPRDE  _____  TO  _____
PMOBC   _  TOSAD   _  DPLCNY  _ _  DTEDPL  _____  TO  _____
CMAAEN  _ _  ORAGST  _ _  DPLTYP  _ _  DTLAPC  _____  TO  _____
SORT (Y/N/S) N
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT.      WHERE NEXT -  _
```

THE SEARCH CRITERIA SELECTION SCREEN IS THE INITIAL INPUT SCREEN WITHIN THE DEPLOYMENT QUERY FUNCTION.

SPECIAL REQUIREMENTS:

SCOMPT MUST BE FILLED IN. THIS QUERY WILL PULL ALL RECORDS UNLESS SPECIFIED "BY SCOMPT. ALL RECORDS CONSIST OF NATIONAL GUARDS, RESERVES, TEMPORARY, AND" UNKNOWN.

ANY TWO DPLCNY CODES CAN BE ENTERED ON EACH QUERY.

"CONIND MUST BE EITHER "C" OR "O" IF AN ENTRY IS MADE. DEROS, DTEST, DROS, "DTPRDE, DTDPLY, AND DTLAPC MUST HAVE VALID SIX-CHARACTER DATES; E.G. (991215)."

"INSERT AN "O" INTO THE "OUTGOING" INPUT FIELD TO RETRIEVE ALL RECORDS FOR "SOLDIERS ON ORDERS. COMBINING THE "OUTGOING" QUERY WITH OTHER FIELDS SUCH AS "PMOSEN AND DML, THIS WILL MAKE THE SEARCH EASIER."

SCOMPT = G - NATIONAL GUARD OF THE UNITED STATES
R - REGULAR ARMY
T - TEMPORARY
V - RESERVE
Z - UNKNOWN

"WHEN QUERYING "DMSL" MAKE SURE AN "A" IS INSERTED AFTER THE TWO CHARACTER CODE "THAT YOU FIND IN THE PERSONNEL DATA REQUIREMENT DOCUMENT (T-DMSL), E.G., "10A" OR THE KEYVALUE SEARCH FUNCTION (HK).

NAME: THIS FIELD ALLOWS INPUT OF UP TO 24 CHARACTER OF A SOLDIER'S NAME. THE

"FORMAT FOR NAME ENTRY IS LAST NAME, FIRST NAME, MIDDLE INITIAL. PARTIAL NAME" DATA MAY ALSO BE ENTERED IN ORDER TO SEARCH FOR A SOLDIER WHOSE COMPLETE NAME MAY NOT BE KNOWN. SPACES ARE REQUIRED BETWEEN NAMES. NO PERIODS OR COMMAS MAY BE USED IN NAMES. SOME EXAMPLES ARE SHOWN BELOW:

" " "JOHNSON MICHAEL A\ " " - THIS FORMAT WOULD BE ENTERED WHEN THE USER KNOWS THE SOLDIER'S FULL NAME. THE SYSTEM WILL RETURN ALL SOLDIER'S WITH THIS NAME.

" " "JOHNSON MICHAEL \ " " - THIS FORMAT WOULD BE ENTERED WHEN THE USER KNOWS ONLY THE SOLDIER'S FIRST AND LAST NAME. THE SYSTEM WILL RETURN ALL SOLDIERS NAMED MICHAEL JOHNSON, REGARDLESS OF THEIR MIDDLE INITIALS."

" " "JOHNSON M\ " " - THIS FORMAT WOULD BE ENTERED WHEN THE USER KNOWS ONLY THE SOLDIER'S LAST NAME AND THE INITIAL OF HIS FIRST NAME. THE SYSTEM WILL RETURN ALL SOLDIERS WHOSE LAST NAME IS JOHNSON AND FIRST NAME BEGINNING WITH THE LETTER "M". "

" " "JOHNSON \ " " - THIS FORMAT WOULD BE ENTERED WHEN THE USER KNOWS ONLY THE SOLDIER'S LAST NAME. THE SYSTEM WILL RETURN ALL SOLDIERS WHOSE LAST NAME IS JOHNSON.

" " "JOHN\ " " - THIS FORMAT WOULD BE ENTERED WHEN THE USER KNOWS ONLY THE FIRST PART OF THE SOLDIER'S LAST NAME. THE SYSTEM WILL RETURN ALL SOLDIERS WHOSE LAST NAME BEGINS WITH THE LETTERS "JOHN" (E.G., JOHN, JOHNS, JOHNSON, JOHNSTON, ETC.). "

SORTS: OUTPUT REPORTS MAY BE SORTED. THE SORT REQUEST INPUT FIELD IS IN THE LOWER LEFT SIDE OF THE SCREEN AND REQUIRES A "Y" OR "S" ENTRY TO INDICATE WHETHER THE REQUESTED RECORDS SHOULD BE SORTED OR NOT. THE DEFAULT FOR THE SORT REQUEST FIELD IS "N". IF THE USER ENTERS A "Y" IN THE FIELD, THE NEXT SCREEN PRESENTED IS THE SORT SELECTION SCREEN (ZJU-PD6). IF YOU SELECT "S" THE SORT WILL BE BY SSN."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION. FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "ENTER" KEY."

(PD2) DEPLOYMENT QUERY

```
EPD2 DEPLOYMENT QUERY          UNCLASSIFIED      16:11   10/DEC/01   ZJU-PD2
*****REPORT SELECTION*****

THE SEARCH HAS FOUND  000865  RECORD(S)

3  PLEASE SELECT A REPORT TYPE AND ENTER OPTION IN THE BOX AT LEFT.
   1. LONG              2. SHORT              3. ONE-LINE              9. EXIT

S  PLEASE SELECT AN OUTPUT DESTINATION.
   S. SCREEN DISPLAY    E. EMAIL      F. FTP      L. LOCAL      M. MAIN      R. REMOTE

1  ENTER THE NUMBER OF COPIES

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN.      WHERE NEXT - ____
0121 PDP2  PLEASE CHOOSE A REPORT TYPE AND OUTPUT DESTINATION
```

THE SCREEN PROVIDES THE ABILITY TO SELECT THE REPORT FORMAT AND OUTPUT LOCATION.

SCREEN INSTRUCTIONS:

REPORT SELECTION: THIS SCREEN PROVIDES THE NUMBER OF RECORDS FOUND IN YOUR SEARCH. SELECT THE REPORT (LONG, SHORT, AND ONE-LINE) FORMAT THAT YOU WANT TO SEE. THE REPORT SELECTION DEFAULTS TO THE ONE-LINE, BUT YOU MAY CHANGE THE NUMBER TO "1" FOR THE LONG REPORT OR TO A "2" FOR THE SHORT REPORT.

THE NUMBER OF RECORDS FOUND WILL APPEAR IN THE UPPER RIGHT PORTION OF THE SCREEN. IF NO RECORDS WERE FOUND SATISFYING THE SEARCH CRITERIA ENTERED ON "ZJU-PD1, A MESSAGE WILL BE DISPLAYED ADVISING THAT NO RECORDS WERE FOUND AND CONTROL PASSES BACK TO SCREEN ZJU-PD1.

"IF "9" IS ENTERED IN THE REPORT TYPE ENTRY FIELD, THE PROGRAM RETURNS TO THE SEARCH CRITERIA SELECTION SCREEN. WHENEVER YOU RETURN TO THE SEARCH CRITERIA SELECTION SCREEN, ALL RECORDS THAT HAVE BEEN LOCATED AND ARE CURRENTLY AVAILABLE FOR DISPLAY OR A REPORT ARE RELEASED. (RECORDS CURRENTLY QUEUED UP TO PRINT ARE NOT AFFECTED AND WILL BE PRINTED WITHOUT INTERRUPTION.)

"OUTPUT LOCATION: THE OUTPUT DESTINATION DEFAULT IS "A" TERMINAL DISPLAY. THIS MAY BE CHANGED AS DESIRED.

"THE MAIN PRINTER "D" IS NOT AVAILABLE FOR THE FIELD."

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE"
""ENTER"" KEY."

(PD3) DEPLOYMENT QUERY

```
EPD3 DEPLOYMENT QUERY          PRIVACY ACT INFO          16:12    10/DEC/01    ZJU-PD3
***** LONG REPORT *****
      NAME          SSN          PMOSD          ASIEN          CTLANG          PLVLSN          SEX          PRMSSE
SMITH  JOE          XXXXXXXXX    63Z5M          CJ          E9          M
PJMOSD PYMDS    DMOSD    PCMF    SMOSD    ENLOP    OBMOSE    AEA    YMAEAT    BASD    DTETS
      63Z50    63    92A5M          A    0206    720602    020630
      DOB    DTLAPC    PDOR    DEROSS    DROS    DDPSTA    PSIC    DTPSIC    PSII    DTPSII    PHYC    PHPFAC
510718 970726 950601          970726    F    E    920925          921016    J    111311
MEL MES MARST DEP NBR    SSNSPS    MPCSP    DODSP    ORSAP    CONAP    HAAPIN    HBASMT    CELC
      S    1    M    02
YMEEFM    DPLCNY    DPLTYP    DTEDPL    DTPRDE    DTRDPL    HDPLDY    TOSAD    SCOMPT
      921224          930824          Z    R
RGTAFF    RGAAST    RGT AHB    ASGTAS    TOSTA    ACACNB    PERSSS
      CORPOD    N    MP    088    052    0023    C1
***** CURRENT ORGANIZATIONAL DATA *****
CURUIC          UNDES          LOCNM          UADZIP          UGPONM          UGPOAM
WAT3AA    /0001/HQ/I CORPS          FT LEWIS          98433
TCSUIC          DMSL    PSC    PPA    COHFLG    RGUN    CYLU    ARLOC    STLOCU
      ICF    FS06    ND    N          53456    53

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN.          WHERE NEXT - __
RECORD 1 OF 865
```

THE LONG REPORT DISPLAYS ONE RECORD AT A TIME.

"PRESS THE "ENTER" KEY TO SEE THE NEXT RECORD OR PRESS THE "F4" FUNCTION KEY TO SEE THE PREVIOUS RECORD. WHEN ALL RECORDS HAVE BEEN DISPLAYED AND YOU PRESS "ENTER", YOU WILL BE RETURNED TO THE REPORT SELECTION SCREEN (ZJU-PD1)."

"TOGGLE: YOU MAY TOGGLE TO THE SHORT REPORT SCREEN BY PRESSING THE "F5" FUNCTION KEY OR TO THE ONE-LINE REPORT SCREEN BY PRESSING THE "F7" FUNCTION KEY."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION. FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "ENTER" KEY."

NEW ORGANIZATIONAL DATA ELEMENT:

TCSUIC = HOMEUIC THIS WHERE THE SOLDIER IS COUNTED IN STAT

(PD4) DEPLOYMENT QUERY

```
EPD4 DEPLOYMENT QUERY          PRIVACY ACT INFO    16:13    10/DEC/01    ZJU-PD4
*****SHORT REPORT*****
  DTL      NAME      SSN    PMOSEN CTSQIE CTASIE CTLANG PLVLSN SEX DPLCNY PSIC
  N    SMITH JOE    XXXXXXXXX 63Z    M      00      CJ      E9    M      E
  BASD    DTETS    PYMDS    DTLAPC    DERO    DROS    PDOR    AEA    YMAEAT PHPFAC HBASMT
720602 020630          970726          970726 950601    A      0206 111311
  LOCNM    UNTCA    CURUIC    TCSUIC    PERSSS    RQCNSN    SCOMPT    DTEDPL    DTPRDE    DPLCNY
FT LEWIS    FC    WAT3AA          C1          R
*****
  DTL      NAME      SSN    PMOSEN CTSQIE CTASIE CTLANG PLVLSN SEX DPLCNY PSIC
  N    SMITH JONU    XXXXXXXXX 63Z    V      00      EN      E8    M      E
  BASD    DTETS    PYMDS    DTLAPC    DERO    DROS    PDOR    AEA    YMAEAT PHPFAC HBASMT
830426 090430          000712          950905 000101    R      0212 111111
  LOCNM    UNTCA    CURUIC    TCSUIC    PERSSS    RQCNSN    SCOMPT    DTEDPL    DTPRDE    DPLCNY
FT STEWART    FC    WAQZS0          C1          R
*****
  DTL      NAME      SSN    PMOSEN CTSQIE CTASIE CTLANG PLVLSN SEX DPLCNY PSIC
  N    SMITH OSE F XXXXXXXXX 63Z    P      00      EN      E8    M      F
  BASD    DTETS    PYMDS    DTLAPC    DERO    DROS    PDOR    AEA    YMAEAT PHPFAC HBASMT
840907 100930          000105          980728 000101    L          112111
  LOCNM    UNTCA    CURUIC    TCSUIC    PERSSS    RQCNSN    SCOMPT    DTEDPL    DTPRDE    DPLCNY
FT BRAGG    FC    WE23AA          C2    6ER0206    R
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN.      WHERE NEXT - ____
RECORDS 1 TO 3 OF 865
```

THE SHORT REPORT CAN DISPLAY UP TO THREE RECORDS AT A TIME.

SCREEN INSTRUCTIONS:

"DTL: THE LEFT SIDE OF THE SCREEN HAS AN INPUT FIELD TITLED "DTL" (DETAIL)."
"ENTER A "Y" IN ONE OR MORE DTL INPUT FIELDS AND PRESS THE "ENTER" KEY AND THE
"LONG REPORT SCREEN (ZJU-PD3) WILL BE DISPLAYED FOR EACH RECORD. PRESS "ENTER"
AND THE NEXT RECORD WILL BE DISPLAYED FOR EACH RECORD. AFTER REVIEWING THE
"LAST RECORD, PRESS "ENTER", AND THE SYSTEM WILL DISPLAY THE NEXT SET OF
RECORDS ON THE ZJU-PD3 SCREEN.

"TOGGLE: YOU MAY TOGGLE TO THE ONE-LINE REPORT SCREEN BY PRESSING THE "F6"
"FUNCTION KEY OR TO THE LONG REPORT SCREEN BY PRESSING THE "F5" FUNCTION KEY."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE
"ENTER" KEY."

NEW ORGANIZATIONAL DATA ELEMENT:

TCSUIC = HOMEUIC THIS IS WHERE THE SOLDIER IS COUNTED IN STAT

EPD5 DEPLOYMENT QUERY PRIVACY ACT INFO 07:52 11/DEC/01 ZJU-PD5
 *****ONE-LINE REPORT*****

```

SEL
DTL  NAME      SSN      PPSPQE  PGRAD  CURUPC   LOCNM   DEROs   DTEDPL  DPLCNY
N FARR      XXXXXXXXX 63A1000  SP4   AZBT0   FT RILEY
N EDWARDS   XXXXXXXXX 63A1000  SP4   ANZC0   FT HOOD
N EZEK      XXXXXXXXX 63A10    SP4   1L4HA   FT KNOX
N DECOT     XXXXXXXXX 63A10K4  SP4   JAYB0   FT HOOD
  
```

FOR DETAILED REPORT ON ANY SOLDIERS ON THIS SCREEN, PLACE "Y" IN COLUMN MARKED
 "SEL DTL" NEXT TO SOLDIERS NAMES AND PRESS "ENTER."
 PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN. WHERE NEXT - ____
 RECORDS 1 TO 14 OF 87

THE ONE-LINE REPORT SCREEN CAN DISPLAY UP TO FIFTEEN RECORDS AT A TIME. IT
 "ALSO PROVIDES THE CURRENT ASSIGNMENT DATA "PERSSS" OF A SOLDIER."

"ON THE LEFT SIDE OF THE SCREEN IS THE INPUT FIELD "SEL DTL". TO DISPLAY A
 "DETAIL REPORT ENTER "Y" IN THE INPUT FIELDS AND PRESS THE "ENTER" KEY. YOU
 WILL BE TAKEN TO THE DETAIL SCREEN (ZJU-PD3). AFTER ALL RECORDS HAVE BEEN
 "REVIEWED PRESS "ENTER" AND YOU WILL BE RETURNED TO THE ONE-LINE REPORT TO VIEW"
 THE NEXT SET OF RECORDS.

"IN SEARCHES WHERE THE DEPLOYMENT RETURN DATE (DTEDPL) IS REQUESTED, THAT DATE"
 WILL BE SHOWN IN THE COLUMN IN LIEU OF DEROS. IN QUERIES WHERE THE DEPLOYMENT
 "PROJECTED RETURN DATE IS REQUESTED, THAT DATE WILL BE SHOWN IN LIEU OF THE"
 DEPLOYED DATE.

"TOGGLE: YOU CAN TOGGLE TO THE SHORT REPORT SCREEN BY PRESSING THE "F6"
 "FUNCTION KEY OR TO THE LONG REPORT SCREEN BY PRESSING THE "F7" FUNCTION KEY."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
 "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE"
 "ENTER" KEY."

NEW ORGANIZATIONAL DATA ELEMENT:
 TCSUIC = HOMEUIC THIS WHERE THE SOLDIER IS COUNTED IN STAT

(PD6) DEPLOYMENT QUERY

```
EPD6 DEPLOYMENT QUERY          UNCLASSIFIED          16:16   10/DEC/01   ZJU-PD6
***** SORT SELECTION *****
ENTER 1 (UP TO 5) IN THE BOX NEXT TO THE VARIABLE TO IDENTITY THE PRIORITY
SORT SEQUENCE.  VALUE "1" INDICATES THE VARIABLE TO BE USED FOR HIGHEST
LEVEL SORT, VALUE "2" WILL INDICATE THE NEXT LEVEL OF THE SORT, ETC.

      SEQUENCE  VARIABLE          SEQUENCE  VARIABLE          SEQUENCE  VARIABLE
      -         SSN              -         PMOSEN           -         PLVLSN
      -         CTSQIE           -         CTASIE           -         CTLANG
      -         DTPRDE           -         DEROS           -         DTEDPL
      -         DTLAPC           -         DTETS           -         AEA
      -         DPLCNY           -         PSIC            -         SCOMPT
      -         PMOBC            -         SEX

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN.      WHERE NEXT -
```

THIS SCREEN GIVES YOU THE CAPABILITY OF DETERMINING THE ORDER IN WHICH A QUERY IS TO BE DISPLAYED.

SCREEN INSTRUCTIONS:

ENTER THE NUMBER (S) 1 AND UP TO 5 NEXT TO THE APPROPRIATE VARIABLE TO INDICATE "THE ORDER IN WHICH OUTPUT IS TO BE SORTED. PRESS THE "ENTER" KEY TO CONTINUE." "FOR EXAMPLE, PMOSEN IS "1" AND PLPVSN IS "2". THE OUTPUT IS SORTED FIRST BY PMOSEN AND THEN WITHIN PMOSEN BY PLPVSN. (NOTE: IF ANY NUMBER IS GREATER THAN "1 IS ENTERED, ALL NUMBERS WITHIN THAT RANGE MUST BE ENTERED. FOR EXAMPLE, IF 3 "IS USED, 1 & 2 MUST ALSO BE ENTERED.)"

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE " "ENTER" KEY."

(PE1) EDAS SOLDIER RECORD

```
EPE1 EDAS SOLDIER RECORD          UNCLASSIFIED          15:51  10/DEC/01  ZJU-PE1
***** SOCIAL SECURITY NUMBER/NAME SELECTION *****
ENTER ONE OR MORE SSNS:

_____
_____
_____
_____

OR ENTER NAME: _____ PMOSEN: ____ PLVLSN: _

TO REVIEW SELECTED PAGES OF THE ONLINE ESR, ENTER THOSE PAGE NUMBERS IN THE
ORDER YOU WANT TO REVIEW IN THE BOXES BELOW:

_____
*****
S  PLEASE SELECT AN OUTPUT DESTINATION AND ENTER OPTION IN BOX AT LEFT.
   S. SCREEN DISPLAY   E. EMAIL   F. FTP   L. LOCAL   M. MAIN   R. REMOTE

1  ENTER THE NUMBER OF COPIES

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT          WHERE NEXT - ____
```

THE EDAS SOLDIER RECORD IS USED TO PROVIDE MANAGERS WITH MAXIMUM PERSONNEL DATA THAT IS AVAILABLE ON INDIVIDUAL SOLDIERS WITHIN PERDB.

ENTER FROM ONE TO 28 SSN ON INDIVIDUAL SOLDIERS AND PRESS THE ENTER KEY TO "RETRIEVE THOSE RECORDS. YOU MAY ALSO ENTER A SOLDIER'S LAST NAME, FIRST NAME, "AND MIDDLE NAME WITH A "\" TO PULL INDIVIDUAL RECORDS. USER MAY ALSO ENTER ANY "PART OF THE LAST, FIRST, AND MIDDLE NAME TO PULL A RECORD. FOR EXAMPLE: JOHN\ "WILL PULL ALL SOLDIERS WITH LAST NAME "JOHNSON" OR ANY OTHER NAME WITH THE "FIRST PART OF THE LAST NAME HAVING THE LETTERS "JOHN" IN IT."

"YOU MAY ALSO USE THE "NAME" FORMAT ABOVE, IN CONJUNCTION WITH THE PRIMRY MOS (PMOSEN) AND/OR THE SOLDIER'S PAY GRADE (PLVLSN). THE MORE INFORMATION YOU HAVE, THE ESIER IT IS TO PINPOINT THE CORRECT RECORD."

NOTE: YOU CANNOT SELECT SSN AND UNIQUE DATA AT THE SAME TIME.

"AFTER ENTERING THE SSN(S) OR UNIQUE DATA, PRESS THE ENTER KEY AND ALL PAGES OF "THE SOLDIER WILL BE DISPLAYED. IF YOU ONLY DESIRE TO SEE SPECIFIC PAGES, ENTER "SELECTIVE PAGES, E.G. "1", "2" AND PRESS ENTER TO RECEIVE THOSE SPECIFIC PAGES "OF THE EDAS SOLDIER RECORD.

(PE2) EDAS SOLDIER RECORD

```
EPE2 EDAS SOLDIER RECORD          PRIVACY ACT INFO          15:53   10/DEC/01   ZJU-PE2
PAGE 1***** QUALIFICATION DATA *****
SSN: XXXXXXXXXX  NAME: SMITH JOE                                PGRAD: SP4 PPSPQE: 63B1000
DATE LAST CHG PMOSD          970425          ADD PAY CAT
SMOSEN                        ADD PAY TYPE
PROM MOS SKILL                63B2            OBLG BONUS MOS
PROM LIST SEQ NBR YR MO      DT ENL BNS ELIG ESTB RA
CURR PRM PT YR MO DETM       431 0111        YR MO BNS TERM RA
PREV PRM PT YR MO DETM       YR MO LAST OFL PHOTO
IND 4 PREV ASI               APFT SCORE RESULT YR MO      228 PASS 0005
IND 3 ADD SQI                AGE                25
PDSI                         HGT WT IND          65 155
DATE END EVAL PD             YR MO IND WT CON PRFL DETM 0005
PROFNCY PAY CAT STATS        YR MO HIV SCRN TEST ADMIN 0102
PMOS SKIL LAST TEST YR MO    DATE LAST PHYS EXAM      961119
PREV YR MO PMOS TEST ENL     PHYSCL PROFILE FCTR      111111
                               PHYS CAT A  NO LIMITATIONS

PREV SQT RAW PCTL SCORE
REENL ELIG/IMMED REENL PROHBN
BASIC MKS QUAL BAD CLASS YR MO DETM

PRESS ENTER TO CONTINUE, F1 FOR HELP, F4 PREV RECORD, OR F5 FOR NEXT RECORD
ESR PAGE:  ___ WHERE NEXT -  ___
          RECORD      1 OF      1
```

PAGE 1 OF THE EDAS SOLDIER RECORD CONTAINS QUALIFICATION DATA. AFTER YOU HAVE "REVIEWED THE INFORMATION ON THIS SCREEN, PRESS THE ENTER KEY TO VIEW THE NEXT" PAGE OF THE SAME SOLDIER'S RECORD OR ENTER A PARTICULAR PAGE NUMBER THAT YOU "WANT TO REVIEW, E.G. "2", "3", "4" AND PRESS THE ENTER KEY. THIS WILL ADVANCE"

"YOU TO THE DESIRED PAGE. YOU MAY ALSO TYPE THE LETTERS "P" OR "N" IN THIS" SPACE AND THIS WILL TAKE YOU TO THE PREVIOUS OR NEXT SOLDIER'S RECORD.

PRESS F3 TO RETURN TO THE SELECTION SCREEN OR PRESS F9 TO RETURN TO THE EDAS MAIN MENU.

"IF YOU WANT TO LOG OFF, PRESS THE F10 KEY. WHEN THE NEXT SCREEN IS DISPLAYED," "TYPE "LOGOFF" AND PRESS ENTER."

"YOU MAY ALSO USE THE "WHERE NEXT" FEATURE TO TAKE YOU TO ANOTHER SCREEN. FOR" "EXAMPLE, IF YOU WANT TO GO TO PERSONNEL QUERY, TYPE "PQ" AND PRESS THE ENTER" KEY.

(PE3) EDAS SOLDIER RECORD

```
EPE3 EDAS SOLDIER RECORD          PRIVACY ACT INFO          15:54   10/DEC/01   ZJU-PE3
PAGE 2***** SECURITY DATA *****
SSN: XXXXXXXXXX  NAME: SMITH JOE                                PGRAD: SP4 PPSPQE: 63B1000
DEPT DETM PSSTAT TOP SECRET WITH SENSITIVE C  PSINVES-INIT
FLD DETM PSSTAT                                PSINVES-INIT DATE 970114
PRP ASG STAT                                    PSINVES-COMPL SPECIAL BACKGROUN
                                                PSINVES-COMPL DATE 980306
***** ASSIGNMENT INFORMATION *****
AEA YR MO TERM      L      ASG-CAT-CON-NBR 0045
HOME BASE ASG        RCDEV1  RCDEV2  RCDEV3  NBRPCS   3 TNGSTA
CONUS ASG PRF 1      JTDOMC
CONUS ASG PRF 2      ASSIGNMENT CONSIDERATIONS
CONUS ASG PRF 3      1.
OS ASG PREF 1        2.
OS ASG PREF 2        3.
OS ASG PREF 3        4.
YR LAST REGT AFFIL COMPL 5.
NBR REGT AFFIL ASG      6.
REGT AFFIL ASG STAT N SSN/MPC AD SPOUSE          OCONUS VOL LOC
REGT AFFIL                                CONUS VOL LOC
REGT HOME BASE
PRESS ENTER TO CONTINUE, F1 FOR HELP, F4 PREV RECORD, OR F5 FOR NEXT RECORD
ESR PAGE:  ___ WHERE NEXT -  ___
          RECORD      1 OF      1
```

PAGE 2 OF THE EDAS SOLDIER RECORD CONTAINS SECURITY DATA AND ASSIGNMENT INFORMATION. AFTER YOU HAVE REVIEWED THE INFORMATION ON THIS SCREEN PRESS THE ENTER KEY TO VIEW THE NEXT PAGE OF THE SAME SOLDIER'S RECORD OR ENTER A "SPECIFIC PAGE NUMBER THAT YOU WANT TO REVIEW, E. G. "4", "6", OR ANY OTHER PAGE" AND PRESS THE ENTER KEY. THIS WILL ADVANCE YOU TO THE DESIRED PAGE. YOU MAY "ALSO TYPE THE LETTERS "P" OR "N" IN THIS SPACE, PRESS THE ENTER KEY AND THIS" WILL TAKE YOU TO THE PREVIOUS OR NEXT SOLDIER'S RECORD.

PRESS F3 TO RETURN TO THE SELECTION SCREEN OR PRESS F9 TO RETURN TO THE EDAS MAIN MENU.

"IF YOU WANT TO LOGOFF, PRESS THE F10 KEY. WHEN THE NEXT SCREEN IS DISPLAYED," "TYPE "LOGOFF" AND PRESS ENTER."

"YOU MAY ALSO USE THE "WHERE NEXT" FEATURE TO TAKE YOU TO ANOTHER FUNCTION. FOR" "EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE" ENTER KEY.

(PE4) EDAS SOLDIER RECORD

```
EPE4 EDAS SOLDIER RECORD          PRIVACY ACT INFO          15:55   10/DEC/01   ZJU-PE4
PAGE 3*****SERVICE DATA*****
SSN: XXXXXXXXXX  NAME: SMITH JOE                                PGRAD: SP4 PPSPQE: 63B1000
GRADE PAY GR DOR          SP4      980801      SVC COMP REGULAR
LAST GRADE PAY GR DOR     PFC      971115      DUAL SVC GR
2D PREV GRADE PAY GR DOR  PV2      970515      DUAL COMP OER DATE
PEBD  961115      DATE ESA CURR 021114  DATE LAST PCS 990518
BASD  961115      TOS AD        6          PROJ YR MO DPRT SM
BESD  961115      DELAY SEP RSN
TIME LOST                DATE-ST/DATE-END/DAYS-LOST/RSN
LAST LOST TIME CSV
2 PREV LOST TIME CSV
3 PREV LOST TIME CSV
*****OVERSEAS SERVICE*****
START-DATE  END-DATE  CNTRY  NBR-MO  TOUR-COMPL-STAT
LAST OS ASG
SECD PREV OS ASG
THIRD PREV OS ASG
FOURTH PREV OS ASG
FIFTH PREV OS ASG
SIXTH PREV OS ASG
NBR OS SHORT TOUR 00  NBR OS LONG TOUR 00      DROS      DEROS 020518
PRESS ENTER TO CONTINUE, F4 PREV RECORD, OR F5 NEXT RECORD  ESR PAGE:  __
RECORD      1 OF      1                                WHERE NEXT -  __
```

PAGE 3 OF THE EDAS SOLDIER RECORD CONTAINS SERVICE DATA AND OVERSEAS SERVICE "INFORMATION. AFTER YOU HAVE REVIEWED THE INFORMATION ON THIS SCREEN, PRESS THE" ENTER KEY TO VIEW THE NEXT PAGE OF THE SAME SOLDIER'S RECORD OR ENTER A "SPECIFIC PAGE NUMBER THAT YOU WANT TO REVIEW, E. G. "1", "6", OR ANY OTHER" PAGE AND PRESS THE ENTER KEY. THIS WILL ADVANCE YOU TO THE DESIRED PAGE. YOU "MAY ALSO TYPE THE LETTERS "P" OR "N" IN THIS SPACE, PRESS ENTER KEY, AND THIS" WILL TAKE YOU TO THE PREVIOUS OR NEXT SOLDIER'S RECORD.

PRESS F3 TO RETURN TO THE SELECTION SCREEN OR PRESS F9 TO RETURN TO THE EDAS MAIN MENU.

"IF YOU WANT TO LOGOFF, PRESS THE F10 KEY. WHEN THE NEXT SCREEN IS DISPLAYED," "TYPE "LOGOFF" AND PRESS ENTER."

"YOU MAY ALSO USE THE "WHERE NEXT" FEATURE TO TAKE YOU TO ANOTHER FUNCTION. FOR" "EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE" ENTER KEY.

E(PE5) EDAS SOLDIER RECORD

```
EPE5 EDAS SOLDIER RECORD      PRIVACY ACT INFO      15:57  10/DEC/01  ZJU-PE5
PAGE 4***** AWARDS AND DECORATIONS *****
SSN: XXXXXXXXXX  NAME: SMITH JOE      PGRAD: SP4 PPSPQE: 63B1000
IND 15 MIL DECORATIONS
JA      JA      MA

IND 12 CAMP SVC AWDS
AE      AH      CA
SR

IND 5 CBT SP SKILL BAD      IND 5 UNIT AWARDS      IND 3 IDENT BAD
DM

IND 3 FORN AWDS      IND 2 NON MIL DECORATION
NT

ESR PAGE: ____      DATE ELIG GCMDL: 021115      WHERE NEXT - ____
PRESS ENTER TO CONTINUE, F1 FOR HELP, F4 PREV RECORD, OR F5 FOR NEXT RECORD
RECORD      1 OF      1
```

PAGE 4 OF THE EDAS SOLDIER RECORD CONTAINS AWARDS AND DECORATIONS INFORMATION. "AFTER YOU HAVE REVIEWED THE INFORMATION ON THIS SCREEN, PRESS THE ENTER KEY TO" VIEW THE NEXT PAGE OF THE SOLDIER'S RECORD OR ENTER A SPECIFIC PAGE NUMBER THAT "YOU WANT TO REVIEW, E. G. "1", "6", OR ANY OTHER PAGE AND PRESS THE ENTER KEY." "THIS WILL ADVANCE YOU TO THE DESIRED PAGE. YOU MAY ALSO TYPE THE LETTERS "P" "OR "N" IN THIS SPACE, PRESS THE ENTER KEY AND THIS WILL TAKE YOU TO THE" PREVIOUS OR NEXT SOLDIER'S RECORD.

PRESS F3 TO RETURN TO THE SELECTION SCREEN. OR PRESS F9 TO RETURN TO THE EDAS MAIN MENU.

"IF YOU WANT TO LOGOFF, PRESS THE F10 KEY. WHEN THE NEXT SCREEN IS DISPLAYED," "TYPE "LOGOFF" AND PRESS ENTER."

"YOU MAY ALSO USE THE "WHERE NEXT" FEATURE TO TAKE YOU TO ANOTHER FUNCTION. FOR" "EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE" ENTER KEY.

(PE6) EDAS SOLDIER RECORD

```
EPE6 EDAS SOLDIER RECORD      PRIVACY ACT INFO      15:58   10/DEC/01   ZJU-PE6
PAGE 5***** ASSIGNMENT HISTORY *****
SSN: XXXXXXXX  NAME: SMITH JOE      PGRAD: SP4 PPSPQE: 63B1000
      ARR DATE UNTCA  UNIT DESIGNATION      LOCNM      RQCNSN
OO GAIN
      PUDDD ARR DATE UNTCA  UNIT DESIGNATION      LOCNM      DYMOSE
CUR 2HWAA 000724   J1      HQ RC NORTH      BRUNSSUM      63B10H8YY
      DATE   NBR UNTCA
      ARR    MO      UNIT DESIGNATION      LOCNM      PDMSDE
LAST
2D PREV
3D PREV
4TH PREV
5TH PREV
6TH PREV
7TH PREV
8TH PREV
9TH PREV
10TH PREV
11TH PREV
12TH PREV
PRESS ENTER TO CONTINUE, F1 FOR HELP, F4 PREV RECORD, OR F5 FOR NEXT RECORD
ESR PAGE:  ___      WHERE NEXT -  ___
      RECORD      1 OF      1
```

PAGE 5 OF THE EDAS SOLDIER CONTAINS ASSIGNMENT HISTORY INFORMATION. AFTER YOU "HAVE REVIEWED THE INFORMATION ON THIS SCREEN, PRESS THE ENTER KEY TO VIEW THE" "NEXT PAGE OF THE SAME SOLDIER'S RECORD, OR ENTER A SPECIFIC PAGE NUMBER THAT" "YOU WANT TO REVIEW, E. G. "3", "7", OR ANY OTHER PAGE AND PRESS THE ENTER KEY." "THIS WILL ADVANCE YOU TO THE DESIRED PAGE. YOU MAY ALSO TYPE THE LETTERS "P" "OR "N" IN THIS SPACE, PRESS THE ENTER KEY AND THIS WILL TAKE YOU TO THE" PREVIOUS OR NEXT SOLDIER'S RECORD.

PRESS F3 TO RETURN TO THE SELECTION SCREEN OR PRESS F9 TO RETURN TO THE EDAS MAIN MENU.

"IF YOU WANT TO LOGOFF, PRESS THE F10 KEY. WHEN THE NEXT SCREEN IS DISPLAYED," "TYPE "LOGOFF" AND PRESS ENTER."

"YOU MAY ALSO USE THE "WHERE NEXT" FEATURE TO TAKE YOU TO ANOTHER FUNCTION. FOR" "EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE" ENTER KEY.

(PEC) EDAS SOLDIER RECORD

```
EPEC EDAS SOLDIER RECORD          PRIVACY ACT INFO          16:00   10/DEC/01   ZJU-PEC
PAGE 5A ***** DEPLOYMENT HISTORY *****
SSN: XXXXXXXXXX NAME: SMITH JOE          PGRAD: SP4 PPSPQE: 63B1000
                                          AEA
HDPLDY  DEPLOY  DATE  PROJ  DATE  DEPLOY  CUR  TCS  DEPLOY TERM
        COUNTRY DEPLOY RETURN RETURN TYPE  UIC  UIC  MOS  GRADE DATE
CURRENT
LAST      GM  001109          001117  E   W2HWAA          63B  04
```

```
PAGE 1 OF 1          1 TOTAL DEPLOYMENTS
ENTER=CONTINUE F1=HELP F4=PREV-SSN F5=NEXT-SSN F7=PAGE-UP F8=PAGE-DOWN
ESR PAGE:  _          WHERE NEXT -  _
          RECORD 1 OF 1
```

PAGE 5A OF THE EDAS SOLDIER RECORD CONTAINS DEPLOYMENT HISTORY INFORMATION. DATA ON THIS SCREEN PERTAINS TO THE SOLDIER'S CURRENT AND UP TO 12 PREVIOUS DEPLOYMENTS. THE CURRENT DEPLOYMENT WILL ONLY BE POPULATED IF A SOLDIER IS "ACTUALLY IN A DEPLOYED STATUS. UPON RETURN FROM DEPLOYMENT, THE CURRENT DATA" WILL BE MOVED TO LAST AND ALL OTHER DEPLOYMENTS WILL BE MOVED DOWN ONE LINE ON "THE REPORT. ADDITIONALLY, WHEN THE SOLDIER IS RETURNED FROM DEPLOYMENT AND" "THE RECORD MOVES TO "LAST", THE AEA TERMINATION DATE WILL REFLECT THE DATE THAT" "STABILIZATION FOR THE SOLDIER, BASED ON LENGTH OF DEPLOYMENT, TERMINATES. DATA" DISPLAYED ON ALL RECORDS REFLECTS INFORMATION PERTAINING TO THE SOLDIER AT THE "TIME OF DEPLOYMENT. FOR EXAMPLE, THE UPC, MOS, AND GRADE REFLECT WHAT WAS IN" EFFECT WHEN THE SOLDIER PARTICIPATED IN THAT PARTICULAR DEPLOYMENT. FIELDS DISPLAYED ON THE SCREEN ARE:

DEPLOYMENT COUNTRY: A TWO CHARACTER CODE THAT IDENTIFIES THE COUNTRY TO "WHICH THE SOLDIER IS OR WAS DEPLOYED. FOR INSTANCE, "BK" WOULD INDICATE THAT" "THE DEPLOYMENT WAS FOR BOSNIA/HERCEGOVINA OR "SA" FOR SAUDI ARABIA. A COMPLETE" LISTING OF ALL VALID COUNTRY CODES ARE AVAILABLE IN THE HK FUNCTION BY ASKING "FOR CYLU. WHEN THE DEPLOYMENT COUNTRY IS "WW", THIS INDICATES THAT A SOLDIER" WAS DEPLOYED TO A LOCATION FOR WHICH A SPECIFIC COUNTRY CODE IS NOT DESIGNATED. COUNTRY CODES THAT ARE CURRENTLY VALID ON THE SYSTEM AS A COUNTRY WHERE A "SOLDIER IS, OR WAS PREVIOUSLY, DEPLOYED ARE:"

```
BK = BOSNIA/HERCEGOVINA
CU = CUBA
EG = EGYPT
GM = GERMANY
HA = HAITI
HO = HONDURAS
IS = ISREAL
KS = KOREA
```

MK = MACEDONIA
PM = PANAMA
RU = RUSSIA
RW = RWANDA
SA = SAUDIA ARABIA/SOUTHWEST ASIA
SO = SOMOLIA
TU = TURKEY
US = CONTINENTAL UNITED STATES
WW = WORLDWIDE

DATE DEPLOYED: THE DATE THE SODIER WAS ACTUALLY DEPLOYED.

PROJECTED RETURN DATE: THE DATE THAT WAS PROJECTED FOR THE SOLDIER TO RETURN FROM DEPLOYMENT.

DATE RETURN: THE DATE THE SOLDIER RETURNED FROM DEPLOYMENT.

DEPLOYMENT TYPE: THE TYPE OF DEPLOYMENT THE SOLDIER PARTICIPTED IN. THE TYPES OF DEPLOYMENT ARE:

" "C" " COUNTERDRUG"
" "D" " DOMESTIC CIVIL"
" "E" " MAJOR TRAINING EXERCISES/SUPPORT EXERCISES"
" "H" " HUMANITARIAN INTERNATIONAL"
" "O" " OPERATIONAL"
" "S" " STAFF/INDIVIDUAL/TEAM"
" "T" " COMBINED TRAINING CENTER"

UPC: THE UPC THAT THE SOLDIER WAS ASSIGNED TO AT THE TIME OF DEPLOYMENT.

MOS: THE PRIMARY MOS OF THE SOLDIER AT THE TIME OF DEPLOYMENT.

DEPLOYED GRADE: THE RANK OF THE SOLDIER AT THE TIME OF DEPLOYMENT.

AEA TERMINATION DATE: THE TERMINATION DATE FOR STABILIZATION THE SOLDIER RECEIVED BASED ON THE LENGTH OF DEPLOYMENT. ONLY APPLICABLE FOR THE SOLDIER'S MOST RECENT COMPLETED DEPLOYMENT. WILL ONLY BE VISIBLE UNTIL THE TERMINATION DATE OF SOLDIER'S STABILIZATION UPON RETURN FROM DEPLOYMENT.

"AFTER REVIEWING THE INFORMATION ON THIS SCREEN, PRESS THE ENTER KEY TO VIEW THE"
"NEXT PAGE OF THE SAME SOLDIER'S RECORD, OR ENTER A SPECIFIC PAGE NUMBER THAT"
"YOU WANT TO REVIEW, E. G. "3", "7", OR ANY OTHER PAGE AND PRESS THE ENTER KEY."
"THIS WILL ADVANCE YOU TO THE DESIRED PAGE. YOU MAY ALSO TYPE THE LETTERS "P"
"OR "N" IN THIS SPACE, PRESS THE ENTER KEY AND THIS WILL TAKE YOU TO THE"
PREVIOUS OR NEXT SOLDIER'S RECORD.

PRESS F3 TO RETURN TO THE SELECTION SCREEN OR PRESS F9 TO RETURN TO THE EDAS MAIN MENU.

"IF YOU WANT TO LOGOFF, PRESS THE F10 KEY. WHEN THE NEXT SCREEN IS DISPLAYED,"
"TYPE "LOGOFF" AND PRESS ENTER."

"YOU MAY ALSO USE THE "WHERE NEXT" FEATURE TO TAKE YOU TO ANOTHER FUNCTION. FOR"
"EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE"
ENTER KEY.

(PE7) EDAS SOLDIER RECORD

EPE7 EDAS SOLDIER RECORD PRIVACY ACT INFO 16:03 10/DEC/01 ZJU-PE7
PAGE 6***** MILITARY EDUCATION *****
SSN: XXXXXXXXXX NAME: SMITH JOE PGRAD: SP4 PPSPQE: 63B1000
MIL EDUC COMPL STAT NO APPLICABLE COURSE
MIL EDUC ENRL STAT NONE
MIL CRER DEV CRS COMP YR

AEPCAT: DTAEPB: DTAEPE: ***** CIVILIAN EDUCATION *****
CIV EDUC LEVEL COMPL C 12TH GRADE
CIV EDUC CERT COMPL LESS THAN HIGH SCHOOL DIPLOMA
CIVED EDUC INSTUT ATTND MAJ SUBJ COLL EDUC
UNKNOWN UNKNOWN

CIVED EDUC DEG AWD YR CIV EDUC CERT COMPL
UNKNOWN 12

PRESS ENTER TO CONTINUE, F4 PREV RECORD, OR F5 NEXT RECORD ESR PAGE: ____
RECORD 1 OF 1 WHERE NEXT - ____

PAGE 6 OF THE EDAS SOLDIER RECORD CONTAINS MILITARY EDUCATION AND CIVILIAN
"EDUCATION INFORMATION. AFTER YOU HAVE REVIEWED THE INFORMATION ON THIS SCREEN,"
"PRESS THE ENTER KEY TO VIEW THE NEXT PAGE OF THE SAME SOLDIER'S RECORD, OR"
"ENTER A SPECIFIC PAGE THAT YOU WANT TO REVIEW, E. G. "5", "8", OR ANY OTHER"
PAGE AND PRESS THE ENTER KEY. THIS WILL ADVANCE YOU TO THE DESIRED PAGE. YOU
"MAY ALSO TYPE THE LETTERS "P" OR "N" IN THIS SPACE, PRESS THE ENTER KEY AND"
THIS WILL TAKE YOU TO THE PREVIOUS OR NEXT SOLDIER'S RECORD.

PRESS F3 TO RETURN TO THE SELECTION SCREEN OR PRESS F9 TO RETURN TO THE EDAS
MAIN MENU.

"IF YOU WANT TO LOGOFF, PRESS THE F10 KEY. WHEN THE NEXT SCREEN IS DISPLAYED,"
"TYPE "LOGOFF" AND PRESS ENTER."

"YOU MAY ALSO USE THE "WHERE NEXT" FEATURE TO TAKE YOU TO ANOTHER FUNCTION. FOR"
"EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE"
ENTER KEY.

(PE8) EDAS SOLDIER RECORD

```
EPE8 EDAS SOLDIER RECORD          PRIVACY ACT INFO          16:05   10/DEC/01   ZJU-PE8
PAGE 7***** APTITUDE AREA/OTHER TEST *****
SSN: XXXXXXXXXX  NAME: SMITH JOE                                PGRAD: SP4 PPSPQE: 63B1000
ASVAB LAST TEST YR MO      17 9610  MTR VEH DVR BTRY STD
NBR ASVAB ADMIN            001 AUD PERCEPT TEST STD
ASVAB GEN TECH APT STD     (GT) 089 OFF SEL CAREER INTNT STD
ASVAB CLER TECH APT STD    (CL) 091 OFF SEL CAREER MTV STD
ASVAB CO APT STD           (CO) 094 OFF SEL BTRY CBT LPE STD
ASVAB ELECT APT STD        (EL) 097 OFF SEL TECH MGR LPE STD
ASVAB FA APT STD           (FA) 091 FLT APT SEL TEST SCORE YR MO
ASVAB MTR MECH APT STD     (MM) 100 FLT APT SEL 1ST RETEST SCORE YR MO
ASVAB FOOD OPS APT STD     (OF) 098 FLT APT SEL 2ND RETEST SCORE YR MO
ASVAB SURVL COMM APT STD   (SC) 098 DELAB SCORE
ASVAB TECH APT STD         (ST) 102
ASVAB GM APT STD           (GM) 105
LANGUAGE DATA

                                YR MO          LSTNG          RDG          SPKN
          LANG IDENT  PROF TEST  PROF LEVEL  PROF LEVEL  PROF LEVEL
FIRST
SECD
THIRD
PRESS ENTER TO CONTINUE, F1 HELP, F4 PREV RECORD, OR F5 NEXT RECORD
ESR PAGE:  ___                      WHERE NEXT -  ___
          RECORD    1 OF    1
```

PAGE 7 OF THE EDAS SOLDIER RECORD CONTAINS APPTITUDE AREA AND OTHER TEST "INFORMATION. AFTER YOU HAVE REVIEWED THE INFORMATION ON THIS SCREEN, PRESS THE" ENTER KEY TO VIEW THE NEXT PAGE OF THE SAME SOLDIER'S RECORD OR ENTER A "SPECIFIC PAGE NUMBER THAT YOU WANT TO REVIEW, E.G. "2", "9". OR ANY OTHER PAGE" AND PRESS THE ENTER KEY. THIS WILL ADVANCE YOU TO THE DESIRED PAGE. YOU MAY "ALSO TYPE THE LETTERS "P" OR "N" IN THIS SPACE, PRESS THE ENTER KEY AND THIS" WILL TAKE YOU TO THE PREVIOUS OR NEXT SOLDIER'S RECORD.

PRESS F3 TO RETURN TO THE SELECTION SCREEN OR PRESS F9 TO RETURN TO THE EDAS MAIN MENU.

"IF YOU WANT TO LOGOFF, PRESS THE F10 KEY. WHEN THE NEXT SCREEN IS DISPLAYED," "TYPE "LOGOFF" AND PRESS ENTER."

"YOU MAY ALSO USE THE "WHERE NEXT" FEATURE TO TAKE YOU TO ANOTHER FUNCTION. FOR" "EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE" ENTER KEY.

(PE9) EDAS SOLDIER RECORD

```

EPE9 EDAS SOLDIER RECORD                PRIVACY ACT INFO                16:06    10/DEC/01    ZJU-PE9
PAGE 8***** PERSONAL/FAMILY DATA *****
SSN: XXXXXXXXXX    NAME: SMITH JOE                                PGRAD: SP4 PPSPQE: 63B1000
DOB 761015    SEX MALE    RACE ETH CAT    C    WHITE, NOT HISPANIC
STATE CNTRY BIRTH MASSACHUSETTS
STATE HOR EAD MASSACHUSETTS                CTZSP STAT US ORGN    NATIVE BORN
REL DENOM    CHRISTIAN - NO DENOMINATIONAL PREFER
MARTL STATS    MARRIED
NBR DEPN 02 NBR COMD/IND SPON DEPN    0    0    DATE DEPN ARR OS 000724
STATE/CNTRY BIRTH SPSE                                UNITED KINGDOM
CNTRY CTZSP SPSE UNITED STATES
MAILING ADDRESS BLDG 9829 RM 259
                        FT MEADE                                MD 20755
HOME PHONE (COMMERCIAL)
DUTY PHONE (DSN)
DUTY PHONE (COMMERCIAL)
EMAIL ADDRESS

```

PRESS ENTER TO CONTINUE, F1 FOR HELP, F4 PREV RECORD, OR F5 FOR NEXT RECORD
 ESR PAGE: ____ WHERE NEXT - ____
 RECORD 1 OF 1

PAGE 8 OF THE EDAS SOLDIER RECORD CONTAINS PERSONAL AND FAMILY INFORMATION.
"AFTER YOU HAVE REVIEWED THE INFORMATION ON THIS SCREEN, PRESS THE ENTER KEY"
TO VIEW THE NEXT PAGE OF THE SAME SOLDIER'S RECORD OR ENTER A SPECIFIC PAGE
"NUMBER THAT YOU WANT TO REVIEW, E.G. ""4"", ""6"", OR ANY OTHER PAGE ND PRESS THE"
ENTER KEY. THIS WILL ADVANCE YOU TO THE DESIRED PAGE. YOU MAY ALSO TYPE THE
"LETTERS ""P"" OR ""N"" IN THIS SPACE, PRESS THE ENTER KEY AND THIS WILL TAKE YOU TO"
THE PREVIOUS OR NEXT SOLDIER'S RECORD.

PRESS F3 TO RETURN TO THE SELECTION SCREEN OR PRESS F9 TO RETURN TO THE EDAS
MAIN MENU.

```
"IF YOU WANT TO LOGOFF, PRESS THE F10 KEY.  WHEN THE NEXT SCREEN IS DISPLAYED,"
"TYPE ""LOGOFF"" AND PRESS ENTER."
```

"YOU MAY ALSO USE THE ""WHERE NEXT"" FEATURE TO TAKE YOU TO ANOTHER FUNCTION. FOR "EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE ENTER KEY.

(PEA) EDAS SOLDIER RECORD

EPEA EDAS SOLDIER RECORD PRIVACY ACT INFO 16:07 10/DEC/01 ZJU-PEA
PAGE 9 ***** GENERAL REMARKS *****
SSN: XXXXXXXXXX NAME: SMITH JOE PGRAD: SP4 PPSPQE: 63B1000

PAGE 000 OF 000
ENTER=CONTINUE,F1=HELP,F4=PREV RECORD,F5=NEXT RECORD,F7=PAGE-UP,F8=PAGE-DOWN
ESR PAGE: ____ WHERE NEXT - ____
RECORD 1 OF 1

PAGE 9 OF THE EDAS SOLDIER RECORD CONTAINS REMARKS. AFTER YOU HAVE REVIEWED "THE INFORMATION ON THIS SCREEN, PRESS THE ENTER KEY TO REVIEW THE NEXT PAGE OF" THE SAME SOLDIER'S RECORD OR ENTER A SPECIFIC PAGE NUMBER THAT YOU WANT TO "REVIEW, E.G. "3", "7", OR ANY OTHER PAGE AND PRESS THE ENTER KEY. THIS WILL" "ADVANCE YOU TO THE DESIRED PAGE. IF THIS IS THE LAST PAGE IN THE RECORD, AND" "YOU PRESS THE ENTER KEY, YOU WILL SEE THE FIRST PAGE OF THE NEXT SOLDIER'S" "RECORD. IF THIS IS THE LAST RECORD IN THE SET, YOU WILL RETURN TO QUERY SCREEN" FROM WHICH YOU MAY SELECT ADDITIONAL RECORDS OR EXIT THE FUNCTION. YOU MAY "ALSO TYPE THE LETTERS "P" OR "N" IN THIS SPACE, PRESS THE ENTER KEY AND THIS" WILL TAKE YOU TO THE PREVIOUS ON NEXT SOLDIER'S RECORD.

PRESS F3 TO RETURN TO THE SELECTION SCREEN OR PRESS F9 TO RETURN TO THE EDAS MAIN MENU.

"IF YOU WANT TO LOGOFF, PRESS THE F10 KEY. WHEN THE NEXT SCREEN IS DISPLAYED," "TYPE "LOGOFF" AND PRESS ENTER."

"YOU MAY ALSO USE THE "WHERE NEXT" FEATURE TO TAKE YOU TO ANOTHER FUNCTION. FOR" "EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE" ENTER KEY.

PAGE 10 OF THE EDAS SOLDIER RECORD CONTAINS REMARKS THAT ARE VISIBLE ONLY BY "PERSCOM USERS. AFTER YOU HAVE REVIEWED THE INFORMATION ON THIS SCREEN, PRESS" THE ENTER KEY TO REVIEW THE NEXT PAGE OF THE SAME SOLDIER'S RECORD OR ENTER A "SPECIFIC PAGE NUMBER THAT YOU WANT TO REVIEW, E.G. "3", "7", OR ANY OTHER PAGE" AND PRESS THE ENTER KEY. THIS WILL ADVANCE YOU TO THE DESIRED PAGE. IF THIS "IS THE LAST PAGE IN THE RECORD, AND YOU PRESS THE ENTER KEY, YOU WILL SEE THE" FIRST PAGE OF THE NEXT SOLDIER'S RECORD. IF THIS IS THE LAST RECORD IN THE "SET, YOU WILL RETURN TO THE QUERY SCREEN FROM WHICH YOU MAY SELECT ADDITIONAL" RECORDS OR EXIT THE FUNCTION. YOU MAY ALSO TYPE THE LETTERS "P" OR "N" IN THIS"

"SPACE, PRESS THE ENTER KEY AND THIS WILL TAKE YOU TO THE PREVIOUS OR NEXT"
SOLDIER'S RECORD.

PRESS F3 TO RETURN TO THE SELECTION SCREEN OR PRESS F9 TO RETURN TO THE EDAS
MAIN MENU.

"IF YOU WANT TO LOGOFF, PRESS THE F10 KEY. WHEN THE NEXT SCREEN IS DISPLAYED,"
"TYPE ""LOGOFF"" AND PRESS ENTER."

"YOU MAY ALSO USE THE ""WHERE NEXT"" FEATURE TO TAKE YOU TO ANOTHER FUNCTION. FOR"
"EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE"
ENTER KEY.

(PM2) - PROMOTION UPDATE

```
EPM2 - PROMOTION UPDATE          PRIVACY ACT INFO          15:38   10/DEC/01   ZJU-PM2
***** PERSONNEL DATA *****

      NAME          SSN          RANK          PPSPQE          BASD          DTETS
SMITH JOE          XXXXXXXXX    SP4          63B1000          19961115          20021114

MILITARY EDUCATION  SUSP FAVORABLE  SUSP FAVORABLE  REENLISTMENT  REENLISTMENT
LEVEL  STATUS      ACTION DATE    ACTION REASON   BAR DATE       PROHIBITION CD
NONE          NONE

CURRENT PROMOTION  YR/MONTH CURRENT  PREVIOUS PROMOTION  YR/MONTH PREVIOUS
POINTS            PROMOTION POINTS  POINTS
431                200111

***** PROMOTION UPDATE *****
                                EFFECTIVE          PROGRESSION
                                DATE OF          MOS
RANK: SGT  RANK: 20020101      PROMOTION: 20020101      63B2

SOLDIER HAS ATTAINED SUFFICIENT POINTS FOR PROMOTION.
IF ELIGIBLE AFTER LOCAL CHECKS ARE MADE, ENTER PROMOTION REASON TO PROMOTE _
IF NOT PROMOTED, ENTER NON-PROMOTION REASON _
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT          WHERE NEXT - _
```

ZJUPMP2

THIS SCREEN IS USED TO PROMOTE THE DESIRED SOLDIER. THE TOP HALF OF THE SCREEN CONTAINS SOLDIER INFORMATION. IN THE EVENT DATA IS POSTED TO THE SUSPENSION "OF FAVORABLE ACTION OR THE BAR TO REENLISTMENT FIELDS, THE FOLLOWING MESSAGE" WILL APPEAR WHEN YOU ATTEMPT TO PROMOTE THE SOLDIER:

" "WARNING: MAY BE INELIGIBLE FOR PROMOTION, CHECK ELIGIBILITY BEFORE POSTING" "

"THIS DOES NOT STOP YOU FROM COMPLETING THE PROMOTION, HOWEVER A CHECK SHOULD BE MADE TO INSURE THAT THE SOLDIER IS ELIGIBLE BEFORE THE PROMOTION ACTION IS COMPLETED.

THE BOTTOM HALF OF THE SCREEN IS USED TO ACCOMPLISH THE PROMOTION. THE RANK AT THE LEFT SIDE OF THE SCREEN IS THE RANK THAT THE SOLDIER WILL BE PROMOTED. THE DATE OF RANK AND THE EFFECTIVE DATE OF PROMOTION HAVE DEFAULT DATE WHICH "WILL ALWAYS BE THE FIRST OF THE FOLLOWING MONTH. IF THESE DATES ARE ACCEPTED," THE PROMOTION WILL ACTUALLY OCCUR ON THAT DATE. IN THE EVENT THESE DATES NEED "TO BE CHANGED, THE CURRENT DATE OR A DATE NO OLDER THAN THREE MONTHS IN THE PAST MAY BE ENTERED AND THE PROMOTION WILL BE COMPLETED IMMEDIATELY WITH THE EFFECTIVE DATES AS ENTERED ON THE SCREEN. IN THE EVENT THE SOLDIER SHOULD HAVE "A DATE OF RANK OLDER THAN THREE MONTHS IN THE PAST, YOU WILL HAVE TO CALL "DSN" "221-9020" FOR ASSISTANCE. THE NEXT INPUT FIELD, WHICH IS MANDATORY TO COMPLETE THE PROMOTION ACTION IS THE PROMOTION REASON. THE FOLLOWING IS A LISTING OF VALID VALUES THAT MAY BE ENTERED IN THIS FIELD:

M = MEETS CUTOFF SCORE
O = ENTERED OFFICER CANDIDATE SCHOOL (TO E5 ONLY)
R = GRADUATED FROM RANGER SCHOOL (TO E5 ONLY)
S = ARMY CIVILIAN ACQUIRED SKILLS (TO E5 ONLY)
W = ENTERED WARRENT OFFICER ENTRY COURSE (TO E5 ONLY)
X = EXCEPTION TO POLICY, OTHER (TOP OF SYSTEM USE ONLY)"

"AFTER ENTERING THE REQUIRED FIELDS, PRESS THE ENTER KEY TO EDIT THE ENTRIES AND" PRESS THE PF2 KEY TO POST THE PROMOTION.

IN THE EVENT A SOLDIER HAS BEEN SELECTED FOR PROMOTION; WHO IS NOT PRESENTLY

"QUALIFIED FOR REASONS UNKNOWN AT THE TOP OF THE SYSTEM, BY PASS THE FIELDS"
"USED TO PROMOTE THE SOLDIER AND ENTER A NON PROMOTION REASON. THIS WILL SHOW,"
"NOT ONLY THAT THE SOLDIER WAS NOT PROMOTED, BUT ALSO THE REASON WHY THE SOLDIER"
WAS NOT PROMOTED AT THIS TIME. NON PROMOTION REASONS ARE:

- A = DOES NOT MEET NCOES REQUIREMENT
- B = DOES NOT MEET SECURITY CLEARANCE REQUIREMENT
- C = SUSPENSION OF FAVORABLE PERSONNEL ACTION
- D = INELIGIBLE FOR OR PENDING ENLISTMENT
- E = FAILED TO MEET SERVICE REMAINING REQUIREMENT
- F = PREVIOUSLY PROMOTED TO CURRENT RANK
- G = INCORRECT PROMOTION POINTS OR PROMOTION POINTS DATE
- H = RECLASSIFIED OUT OF PMOS PRIOR TO PROMOTION MONTH
- I = SEPARATED FROM ACTIVE DUTY
- J = NCOES FAILURE
- K = DA IMPOSED BAR TO REENLISTMENT
- L = FIELD IMPOSED BAR TO REENLISTMENT
- P = CHALLENGED OR SUSPENDED PROMOTION POINTS
- Q = MEDICAL

"AFTER ENTERING THE APPROPRIATED VALUE, PRESS ENTER TO EDIT AND PF2 TO UPDATE"
SYSTEM. SOLDIER MAY BE PROMOTED AT A LATER DATE BY ENTERING THE CORRECT DATES
AND THE APPROPRIATE PROMOTION REASON.

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE"
""ENTER"" KEY."

(PO1) - COMPAT ATTACHMENT REQUEST

EPO1 - COMPAT ATTACHMENT REQUEST UNCLASSIFIED 15:24 10/DEC/01 ZJU-PO1
***** RECORD SELECTION *****

ENTER ONE OR MORE SOCIAL SECURITY NUMBERS (SSN)

-OR- GENERATE FTP FILE: _ (Y=GENERATE FTP FILE)

PRESS ENTER TO CONTINUE OR F1 FOR HELP OR F3 TO EXIT. WHERE NEXT - ____
RETURNED FROM HELP, PRESS ENTER TO CONTINUE

THIS IS THE RECORD SELECTION SCREEN FOR THE COMPAT ATTACHMENT REQUEST FUNCTION.

"ENTER UP TO 15 SOCIAL SECURITY NUMBERS AND PRESS THE "ENTER" KEY."

AND/OR

"TO PRINT THE AGGREGATE FILE OF SOLDIERS STATUS, ENTER A "Y" IN THE FILE"
"TRANSFER PROTOCOL (FTP) INPUT FIELD AND PRESS THE "ENTER" KEY."

"FOR SPECIAL ACTIONS BRANCH: ENTER THE ATTACHMENT STATUS CODE (S=SUBMITTED, "
" P=PENDING, A=APPROVED, D=DISAPPROVED). ALL OTHER"
USERS WILL NOT HAVE ACCESS TO THIS PORTION OF THE
SCREEN.

BELOW IS A LIST OF THE FIELD NAMES AND A BRIEF DESCRIPTION:

FIELD NAMES	DESCRIPTION
SSN	SOCIAL SECURITY NUMBER
DTATCH	DATE OF (REQUESTED) ATTACHMENT
UICAT	(REQUESTED) ATTACHED UIC
EXDTAT	(REQUESTED) EXPIRATION DATE OF ATTACHMENT
ATRQST	ATTACHMENT REQUEST STATUS CODE (S=SUBMITTED P=PENDING A=APPROVED D=DISAPPROVED)
OPADD	OPERATOR-ID-ADD
DTADD	DATE-DATA-ADDED
OPLMO	OPERATOR-ID-LAST-MOD
DTLMO	DATE-LAST-MOD
TMLMO	TIME-LAST-MOD
ATRSTX1 THRU 4	ATTACHMENT REASON TEXT
ATDTRM1 THRU 20	ATTACHMENT DETERMINATION TEXT

"YOU MAY USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION. FOR"
"EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE"
""ENTER" KEY."

(PO2) - COMPAT ATTACH REQUEST

```
EPO2 - COMPAT ATTACH REQUEST      UNCLASSIFIED      15:26   10/DEC/01   ZJU-PO2
***** PERSONNEL DATA *****
NAME: SMITH JOE                      SSN: XXXXXXXXXX RANK: SGM   MOS9: 63Z5M00CJ
PARENT UNIT/LOCATION: FT LEWIS
RQCNSN   RQPRCE   RQSTE   RSGRSN   ORDTGC   RQRRD   RQUIC   DLDFRN
NONE
***** COMPASSIONATE ATTACHMENT REQUEST *****
REQUESTED UIC: _____ REQUESTED EFFECTIVE DATE OF ATTACHMENT: _____
REQUEST STATUS: _ SOLDIER WILL BE RELEASED FROM ATTACHMENT: _____
JUSTIFICATION FOR ATTACHMENT: _____

***** ATTACHMENT HISTORY *****
ATTACHED UIC      START DATE      END DATE      NUMBER OF DAYS ATTACHED

TO DISPLAY ATTACHMENT DETERMINATION TEXT _

RECORD:      1 OF      1
PRESS ENTER TO CONTINUE OR F1 FOR HELP OR F2 TO POST      WHERE NEXT - _
RETURNED FROM HELP, PRESS ENTER TO CONTINUE
```

ENTER THE 6 CHARACTER UNIT UIC (ATTACHED UIC) THAT THE SOLDIER WILL BE ATTACHED TO.

ENTER THE REQUESTED EFFECTIVE DATE OF THE ATTACHMENT. THE FORMAT IS YYYYMMDD.

ENTER THE REASON FOR THE ATTACHMENT IN THE 'JUSTIFICATION FOR ATTACHMENT' SECTION OF THE SCREEN.

"TO READ THE 'ATTACHMENT DETERMINATION TEXT': OVERLAY THE 'E' WITH A "Q". IF IT IS BLANK THEN NO DETERMINATION TEXT EXIST.

"FOR SPECIAL ACTION BRANCH: ENTER THE ATTACHED STATUS (P, A, OR D). ENTER THE DATE THE SOLDIER WILL BE RELEASED FROM ATTACHMENT (YYYYMMDD). IF THERE ARE ANY REMARKS, ENTER A "M" OR "Q". SPECIAL ACTIONS BRANCH WILL BE THE ONLY ONES TO HAVE THE CAPABILITY TO ADD TEXT TO THIS SCREEN. ALL OTHER USERS WILL ONLY HAVE READ CAPABILITY.

"YOU MAY USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION. FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "ENTER" KEY."

(PO3) - COMPAT ATTACHMENT REQUEST

EPO3 - COMPAT ATTACHMENT REQUEST UNCLASSIFIED 15:28 10/DEC/01 ZJU-PO3
***** PERSONNEL DATA *****
NAME: SMITH JOE SSN: XXXXXXXXXX RANK SGM MOS9: 63Z5M00CJ
***** ATTACHMENT DETERMINATION TEXT *****

PRESS ENTER TO CONTINUE OR F1 FOR HELP OR F3 TO RETURN

WHERE NEXT - ____

ATTACHMENT DETERMINATION TEXT: THESE ARE THE REMARKS FROM THE SPECIAL ACTIONS
BRANCH.

ENTER TEXT IN THE REMARKS SECTION OF THE SCREEN (THERE IS NO EDIT CAPABILITY
"BUILT IN THIS SECTION) AND PRESS THE ENTER KEY TO EDIT, THEN THE PRESS THE"
""F2"" FUNCTION KEY TO POST THE REMARKS."

"YOU MAY USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION. FOR"
"EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE"
""ENTER"" KEY."

"ONLY SPECIAL ACTIONS BRANCH CAN ADD TEXT TO THIS SCREEN, ALL THER USERS CAN"
ONLY READ THE TEXT.

(PP1) - PROMOTION POINT UPDATE

```
EPP1 - PROMOTION POINT UPDATE      UNCLASSIFIED      15:30   10/DEC/01   ZJU-PP1
***** RECORD SELECTION *****
ENTER ONE OR MORE SOCIAL SECURITY NUMBERS (SSN)

____ _
____ _
____ _
____ _
____ _
____ _
____ _

*****
-OR- ENTER PSC/UPC AND A MINIMUM OF ONE EACH PRIMARY MOS AND CURRENT PAY GRADE
PSC: ____ UPC: ____ PMOSEN: ____ PLVLSN: ____
*****
-OR- ENTER REQUEST FOR REPORT (ENTER PSC/UPC AND PLACE X BY DESIRED REPORT)
                                RECOMP      RECOMP
PSC: ____ UPC: ____ C10: ____ SUSPENSE: ____ OVER DUE: ____

_ PLEASE SELECT AN OUTPUT DESTINATION FOR RECOMMENDED LIST
  E. EMAIL   F. FTP    L.LOCAL    M.MAIN    R.REMOTE
1  ENTER THE NUMBER OF COPIES
  PRESS ENTER TO CONTINUE OR PF3 (F3) TO EXIT.                WHERE NEXT - ____
```

THE PURPOSE OF THIS FUNCTION IS TO RETRIEVE THE RECORDS OF SOLDIERS IN THE PAY GRADES OF E4 AND E5 WHICH REQUIRE THE POSTING OF PROMOTION POINTS

ENTER UP TO 56 SOCIAL SECURITY NUMBERS OR ENTER VARIABLE DATA IN THE MIDDLE PART OF THE SCREEN. YOU CANNOT ENTER SOCIAL SECURITY NUMBERS AND VARIABLE "DATA AT THE SAME TIME. WHEN ENTERING VARIABLE DATA, YOU MUST ENTER A PSC/PSB OR "A UPC (CANNOT ENTER BOTH) ALONG WITH A MINIMUM OF ONE PMOSEN AND ONE NUMERIC, "4 OR 5, PLVLSN WHICH REPRESENTS THE PAY GRADE OF THE RECORDS TO BE" RETREIVED. YOU MAY ENTER UP TO SIX MOS AND TWO PLVLSN.

"TO GENERATE HARDCOPY REPORTS, ENTER THE PSC/PSB OR UPC FOR WHICH THE REPORT IS" "TO BE GENERATED AND TYPE AN "X" TO THE RIGHT OF ALL DESIRED REPORTS. YOU MAY" SELECT UP TO NINE COPIES OF A REPRORT. TYPE THE DESIRED NUMBER IN THE SPACE PROVIDED OR TYPE NOTHING AND RECEIVE THE DEFAULT PRINT OF ONE COPY OF EACH "REQUESTED REPORT. FOR FTP, ENTER A "F" IN THE NUMBER OF COPIES AREA."

AFTER TYPING THE SOCIAL SECURITY NUMBERS OR THE VARIABLE DATA OR REQUESTING "REPORTS, PRESS THE ENTER KEY TO COMPLETE THIS SCREENS REQUIREMENTS"

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE " "ENTER" KEY."

(PP2)- PROMOTION POINT UPDATE

EPP2 - PROMOTION POINT UPDATE PRIVACY ACT INFO 15:34 10/DEC/01 ZJU-PP2
***** PERSONNEL DATA *****

NAME	SSN	PGRAD	PPSPQE	BASD	DTETS
SMITH JON	XXXXXXXXXX	SP4	63B1000	19961115	20021114
MILITARY	SUSP FAVORABLE	SUSP FAVORABLE	REENLISTMENT	REENLISTMENT	
EDUCATION LEVEL	ACTION DATE	ACTION REASON	BAR DATE	PROHIBITION CD	
NONE					

***** PROMOTION POINT DATA *****

PROGRESSION	CURRENT PROM	YR/MONTH CURRENT
MOS	POINTS	PROMOTION POINTS
63B2	431 ____	200111 ____
	PREVIOUS PROMOTION	YR/MONTH PREVIOUS
	POINTS	PROMOTION POINTS

PRESS ENTER TO CONTINUE OR PF3 (F3) TO EXIT.
0001 RECORDS SELECTED

WHERE NEXT - ____

ZJUPPP2

THE PURPOSE OF THIS SCREEN IS TO ADD OR UPDATE PROMOTION POINTS FOR SOLDIERS
CONSIDERED FOR PROMOTION TO SERGEANT AND STAFF SERGEANT.

ENTER THE CORRECT PROMOTION POINTS FOR THE SOLDIER WHOSE RECORD IS TO BE ADDED
OR UPDATED (POINT RANGE IS 450 - 800 TO SERGEANT AND 550 - 800 FOR SOLDIERS
BEING CONSIDERED FOR PROMOTION TO STAFF SERGEANT). AFTER ENTERING THE CORRECT
"NUMBER OF POINTS, PRESS THE ENTER KEY TO EDIT THE ENTRY (DATE WILL BE SYSTEM"
GENERATED) AND PRESS THE F2 KEY TO POST PROVIDED THE EDIT IS OK.

THIS FUNCTION MAY ALSO BE USED TO DELETE THE CURRENT PROMOTION POINTS IF AN
INCORRECT ENTRY IS MADE OR TO DELETE THE ENTIRE RECORD FROM THE DATA BASE IF
THE SOLDIER IS REMOVED FROM CONSIDERATION FOR PROMOTION. TO DELETE THE CURRENT
"POINTS, TYPE ASKERISKS IN THE CURRENT POINTS AND YEAR/MONTH CURRENT POINTS"
"FIELDS. TO DELETE THE ENTIRE RECORD, TYPE ASTERISKS IN ONLY THE CURRENT POINTS"
INPUT FIELD. PRESS THE ENTER KEY TO EDIT THE DELETION AND THE F2 KEY TO POST.

THE TOP HALF OF THE SCREEN IS ONLY FOR DISPLAYING CERTAIN PERSONNEL INFORMATION
BUT SHOULD BE CHECKED FOR POSSIBLE DISQUALIFICATIONS.

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE
"ENTER" KEY."

(PQ1) PERSONNEL QUERY

```
EPQ1 PERSONNEL QUERY                UNCLASSIFIED        14:59   10/DEC/01   ZJU-PQ1
*****SEARCH CRITERIA SELECTION*****
ENTER ONE OR MORE VALUES IN UNIQUE OR RANGE FIELDS:

PMOSEN  ____  NAME  _____ -RANGES-
CTSQIE  _ _    CTASIE  _ _    CTLANG  _ _    PLVLSN  _    TO  _
UNTCA   ____  ARLOC   _____ DML   ____  DEROS   _____ TO  _____
PPA     _ _    PSC     _____ DMSL   ____  DTETS   _____ TO  _____
CURUPC  _____ CONIND  _    AEA     _ _    DROS     _____ TO  _____
MEL     _ _    MES     _ _    SEX     _    BASD     _____ TO  _____
PCMF    ____  PSIC    _ _    PRPAS   _ _    DTLAPC  _____ TO  _____
ACACNB  _____ SCOMPT  _    HAAPIN  ____  PDOR     _____ TO  _____
CMAAEN  _ _    PRMSSE  _____ ORAGST  _ _    OUTGOING (O) _    IETIND  _
SORT (Y/N/S) N
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT.      WHERE NEXT - ____
ERROR: 0101 PQP1 YOU MUST MAKE A SELECTION OR PRESS F3 TO EXIT
```

THE PURPOSE OF THIS SCREEN IS TO ALLOW THE USER TO INSERT DATA INTO ONE OR MORE DATA FIELDS TO PULL A SET OF RECORDS.

"TO RETRIEVE ONLY IET SOLDIERS ENTER A "Y" IN THE INITIAL ENTRY TRAINING INDICATOR (IETIND) INPUT FIELD. LOCATED AT THE BOTTOM (RIGHT SIDE) OF THE SCREEN.

"THE FIELD, "NAME" MAY BE USED WITH ONLY A PORTION OF A SOLDIER'S NAME TO PULL "A SET OF RECORDS. FOR EXAMPLE, "JOHNS\" WILL PULL ALL RECORDS WITH AT LEAST "JOHNS" IN THE FIRST FIVE POSITIONS OF THE LAST NAME."

"IF AN "O" IS ADDED TO THE QUERY, THE SET OF RECORDS WILL CONTAIN ALL PERSONNEL "THAT ARE "OUTGOING" WITHIN THAT PARTICULAR SET."

"USER MAY ENTER A "Y" IN THE "DESIRED SORT" INPUT FIELD AND PRESS ENTER TO "GO TO THE "SORT" SCREEN. ENTER A "S" AND PRESS ENTER TO SORT BY SSN. NOTE: "SORTING RECORDS BY SSN IS TIME CONSUMING.

"YOU MAY USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION. FOR "EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "ENTER KEY.

FOR FIELD NAMES CODES AND VALUES GO TO THE KEYVALUE SEARCH FUNCTION (HK).

(PQ2) PERSONNEL QUERY

EPQ2 PERSONNEL QUERY UNCLASSIFIEDS 15:01 10/DEC/01 ZJU-PQ2
*****REPORT SELECTION*****

3 PLEASE SELECT A REPORT TYPE AND ENTER OPTION IN THE BOX AT LEFT.

1. LONG 2. IET REPORT 3. ONE-LINE 9. EXIT

S PLEASE SELECT AN OUTPUT DESTINATION.

S. SCREEN DISPLAY E. EMAIL F. FTP L. LOCAL M. MAIN R. REMOTE

1 ENTER THE NUMBER OF COPIES

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN. WHERE NEXT - ____

THIS SCREEN PROVIDES OPTIONS FOR SELECTING REPORT FORMATS IN WHICH THE QUERY WILL BE PRESENTED.

"THREE FORMAT OPTIONS ARE PROVIDED ON THIS SCREEN: DETAILED (1), IET REPORT (2) AND ONE-LINE (3). THE DETAILED REPORT DISPLAYED REPORT DISPLAYS ONE RECORD AND THE MOST INFORMATION. THE IET REPORT DISPLAYS INFORMATION ON IET SOLDIERS. "THE ONE-LINE REPORT DISPLAYS FOURTEEN RECORDS, DISPLAYS LESS INFORMATION, AND" "ALLOWS INPUT IN DATA ELEMENTS "DTL" AND "SI". THE ONE-LINE REPORT IS USEFUL" "WHEN REVIEWING LARGE NUMBERS OF RECORDS. TO EXIT, ENTER A "9" AND THE PROGRAM" WILL RETURN TO THE SEARCH CRITERIA SCREEN (ZJURQ1).

"OUTPUT DESTINATION: THE DEFAULT IS "A" SCREEN DISPLAY. THESE MAY BE CHANGED" AS DESIRED.

"THE MAIN PRINTER "D" IS NOT AVAILABLE FOR THE FIELD."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE" " "ENTER" KEY."

(PQ3) PERSONNEL QUERY

```
EPQ3 PERSONNEL QUERY          PRIVACY ACT INFO          15:02    10/DEC/01    ZJU-PQ3
***** LONG REPORT *****
      NAME          SSN      PPSPQE      DOB      PLVLSN  SEX  PRMSSE  CARST  ORAGST
SMITH JOE          XXXXXXXX 63Z5M00CJ  510718    E9      M      C      W
PRPAS PYMDS  DMOSD PCMF  SMOSEN  ENLOP  IMREPR  AEA  YMAEAT  BASD  DTETS  ACLST
Y          63Z5O  63    92A          A    0206  720602  020630  L
DTLAPC  PDOR  DEROS  DTPRDE  HDPLDY  DROS  PHYC  PHPFAC  MEL  MES  CELC  CNTOSA
970726  950601          970726  J    111311  S    1    E    GE
MARST  DEPNBR  SSNSPS  MPCSP  DODSPS  YMEEFM  ORSAP  CONAP  HAAPIN  HBASMT  DDPSTA
M      02          F
PSIC  DTSPIC  PSII  DTSPII  ACACNB  ASCO  TNGSTA  NBRPCS  OSASD  OSAED  PDSI
E    920925    921016  0023          950802  970730
VOLOC  VCLOC  RENLOP  JTDOMC  ASGTAS  CNTCTZ  NMOSTA  TOSAD  SCOMPT  EFMPCS  PERSSS
      P000          088  US    052  Z    R          C1
AEPCAT:  DTAEPB:  DTAEPE:  ***** CURRENT ORGANIZATIONAL DATA *****
CURUIC          UNDES          LOCNM          UADZIP  UGPONM  UGPOAM
WAT3AA  /0001/HQ/I  CORPS          FT LEWIS          98433
TCSUIC  DPLCNY  DTEDPL  DML  DMSL  PSC  PPA  COHFLG  RGUN  CYLU  ARLOCC  STLOCU
          LEW  ICF  FS06  ND    N          53456  53
***** ASSIGNMENT DATA *****
RQCNSN  RQPRTY  RQPRCE  RQSTE  RSGRSN  ORDTGC  RQRRD  RQCMD  RQUIC  DLDFRN

PRESS ENTER TO CONTINUE, OR F1 FOR HELP          WHERE NEXT - ____
RECORD 1
```

THE LONG REPORT SCREEN DISPLAYS ONLY ONE RECORD AT A TIME. THIS REPORT DISPLAYS THE MOST INFORMATION AVAILABLE IN THE PERSONNEL QUERY FUNCTION. THE SCREEN IS DIVIDED INTO THREE SECTIONS. THE TOP SECTION CONTAINS PERSONNEL DATA PERTAINING TO THE SOLDIER. THE MIDDLE SECTION CONTAINS ORGANIZATIONAL DATA ON THE UNIT TO WHICH THE SOLDIER IS ASSIGNED. THE BOTTOM SECTION CONTAINS ASSIGNMENT DATA IF THE SOLDIER IS ON ASSIGNMENT INSTRUCTIONS.

IN THE EVENT YOU ARE NOT FAMILIAR WITH THE MEANING OF THE DATA FIELDS DISPLAYED "ON THIS SCREEN, USE THE HELP FUNCTION (HK) TO DETERMINE THE MEANING OF THE" FIELD AND THE VALUES DISPLAYED.

"TOGGLE: TO TOGGLE TO THE ONE-LINE REPORT PRESS THE "F7" FUNCTION KEY OR IF "YOU WANT TO GO TO THE IET REPORT SCREEN PRESS THE "F5" FUNCTION KEY."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE ORGANIZATION QUERY, TYPE "OQ" AND PRESS "THE "ENTER" KEY."

NEW DATA ELEMENTS ON THIS PERSONNEL SCREEN:

ACLST = OVERSEAS ASSIGNMENT TOUR TYPE CODE (OSATT) (LONG [L] OR SHORT [S])
CNTOSA = COUNTRY OF OVERSEAS ASSIGNMENT
OSASD = START DATE OF THE TOUR
OSAED = END DATE OF THE TOUR

IN THE ORGANIZATIONAL DATA THE FOLLOWING HAS BEEN ADDED:

TCSUIC = HOMEUIC THIS IS WHERE THE SOLDIER IS COUNTED IN THE STAT
DPLCNY = DEPLOYED COUNTRY
DTEDPL = DATE DEPLOYED

(PQ4) SSN QUERY

```
EPQ4 SSN QUERY                PRIVACY ACT INFO    15:04    10/DEC/01    ZJU-PQ4
***** IET REPORT *****
      NAME          SSN          PPSPQE    PLVLSN  GENDER  PRMSSE    CARST    ORAGST
SMITH JOE          XXXXXXXXX  63Z5M00CJ    08      M          C          W
ENLCMT    MARST    SCHCOD    CALANG    DTETS    ASCO          PHPFAC    TNGSTA
              M              /    /    /    020630    /    /    /    111311

PENCMT    DTGTNG    DTAVAL    CMTMOS    ASAVIN    HTRCIN    SECHIN    IETIND
                                N

***** CURRENT ORGANIZATIONAL DATA *****
CURUIC          UNDES          LOCNM          UADZIP    UGPONM    UGPOAM
WAT3AA          /0001/HQ/I  CORPS          FT LEWIS    98433
TCSUIC DPLCNY    DTEDPL    DML    DMSL    PSC    PPA    RGUN    CYLU    ARLOCC    STLOCU
              LEW    ICF    FS06    ND          53456          53

***** ASSIGNMENT DATA *****
RQCNSN    RQPRTY  RQPRCE          RQSTE  RSGRSN    ORDTGC  RQRRD    RQCMD    RQUIC

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN
      0014 IQSP1 NO RECORD FOUND FOR EIP
      RECORD 0001

                                WHERE NEXT    ____
```

ZJUPQP4

THE IET REPORT SHOWS INFORMATION ON THE INITIAL ENTRY TRAINING SOLDIER. THE "SCREEN IS BROKEN DOWN INTO THREE SECTIONS. PERSONNEL DATA, CURRENT" "ORGANIZATIONAL DATA, AND ASSIGNMENT DATA."

IN THE EVENT YOU ARE NOT FAMILIAR WITH THE MEANING OF THE DATA FIELDS DISPLAYED "ON THIS SCREEN, USE THE HELP FUNCTION (HK) TO DETERMINE THE MEANING OF THE" FIELD AND THE VALUES DISPLAYED.

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE ORGANIZATION QUERY, TYPE ""OQ"" AND PRESS" "THE ""ENTER"" KEY."

(PQ5) PERSONNEL QUERY

EPQ5 PERSONNEL QUERY PRIVACY ACT INFO 15:06 10/DEC/01 ZJU-PQ5
*****ONE-LINE REPORT*****

SEL								DROS /		
DTL	NAME	SSN	PPSPQE	PGRAD	CURUPC	LOCNM	DEROS	DTETS	RQCNSN	
N	SMITH JOHN	XXXXXXXXXX	63Z5M00CJ	SGM	AT3AA	FT LEWIS	970726	020630		
N	SMITH JOE	XXXXXXXXXX	63Z5V00EN	MSG	AQZS0	FT STEWAR	950905	090430		
N	SMITH JOSE	XXXXXXXXXX	63Z5P00EN	1SG	E23AA	FT BRAGG	980728	100930	6ER0206	
N	SMITN BOB	XXXXXXXXXX	63Z5O00GM	MSG	H7MAA	WARNER BA	041207	070531		

FOR DETAILED REPORT ON ANY SOLDIERS ON THIS SCREEN, PLACE "Y" IN COLUMN MARKED
"SEL DTL" NEXT TO SOLDIERS NAMES AND PRESS "ENTER."
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN. WHERE NEXT - ____
RECORDS 1 TO 14

THE ONE-LINE REPORT SCREEN DISPLAYS UP TO FOURTEEN INDIVIDUAL SOLDIER RECORDS.
"TO THE LEFT OF EACH RECORD DISPLAYED, IS AN INPUT TITLED "DTL". TYPE A "Y" IN
"THE "DTL" FIELD TO RECEIVE A DETAILED REPORT OF THAT SOLDIERS RECORD. AFTER"
"REVIEWING THE SELECTED RECORD, PRESS ENTER TO RETURN TO THE ONE-LINE REPORT."
"ENTER" AND THE SYSTEM WILL RETURN TO THE ONE-LINE REPORT. THE INFORMATION"
DISPLYED ON THE ONE-LINE IS VERY BASIC AND THE SHORT OR LONG REPORT WILL
PROVIDE MORE DATA PERTAINING TO THE SOLDIER. ONCE ALL DISPLAYED RECORDS HAVE
"BEEN REVIEWED, PRESS THE ENTER KEY AND PROCEDE TO THE NEXT GROUP OF RECORDS."

IN THE EVENT YOU ARE NOT FAMILIAR WITH THE MEANING OF THE DATA FIELDS DISPLAYED
"ON THIS SCREEN, USE THE HELP FUNCTION (HK) TO DETERMINE THE MEANING OF THE"
FIELD AND VALUES DISPLAYED.

"TOGGLE: TO TOGGLE TO THE IET REPORT SCREEN PRESS THE "F6" FUNCTION KEY OR IF"
"YOU WANT TO VIEW THE DETAIL SCREEN PRESS THE "F7" FUNCTION KEY."

ERROR MESSAGES WILL BE PROVIDED WHEN ERRONEOUS DATA IS ENTERED.

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."

"FOR EXAMPLE, IF YOU WANT TO GO TO THE ORGANIZATION QUERY, TYPE "OQ" AND PRESS"
"THE "ENTER" KEY."

(PQ6) PERSONNEL QUERY

```
EPQ6 PERSONNEL QUERY          UNCLASSIFIED          15:09   10/DEC/01   ZJU-PQ6
***** SORT SELECTION *****
ENTER 1 (UP TO 5) IN THE BOX NEXT TO THE VARIABLE TO IDENTITY THE PRIORITY
SORT SEQUENCE.  VALUE "1" INDICATES THE VARIABLE TO BE USED FOR HIGHEST
LEVEL SORT, VALUE "2" WILL INDICATE THE NEXT LEVEL OF THE SORT, ETC.

    SEQUENCE  VARIABLE          SEQUENCE  VARIABLE          SEQUENCE  VARIABLE
      _        SSN              _        PMOSEN             _        PLVLSN
      _        CTSQIE           _        CTASIE             _        CTLANG
      _        DROS             _        DEROS              _        SCOMPT
      _        DTLAPC           _        DTETS              _        AEA
      _        ARLOC            _        PSIC                _        MEL
      _        ACACNB           _        SEX                _        PCMF
      _        PSC              _        CURUIC              _        NAME

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN.      WHERE NEXT - _
```

SORT SELECTION SCREEN.

SCREEN INSTRUCTION:

ENTER THE NUMBERS 1 TO 5 TO INDICATE THE ORDER IN WHICH YOU WANT YOUR OUTPUT
"SORTED AND PRESS THE "ENTER" KEY TO CONTINUE. UP TO 5 SORTS MAY BE SELECTED"

"FOR THIS FUNCTION. WHEN THE ENTER KEY IS PRESSED, YOU WILL AUTOMATICALLY"
RECEIVE THE REPORT SELECTION SCREEN FOR THE PERSONNEL QUERY FUNCTION.

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE
"ENTER" KEY."

(PS1) SSN QUERY

EPS1 SSN QUERY UNCLASSIFIED 14:35 10/DEC/01 ZJU-PS1
*****SSN SELECTION*****

_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

DESIRED SORT (YES/NO/SSN) N
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT WHERE NEXT - ____

THE PURPOSE OF THIS SCREEN IS TO ALLOW THE USER TO INSERT FROM ONE TO SIXTY-THREE SSN AND PULL A SET OF RECORDS.

"USER MAY ENTER A "Y" IN THE "DESIRED SORT" INPUT FIELD AND PRESS ENTER TO "GO TO THE "SORT" SCREEN. ENTER A "S" AND PRESS ENTER TO SORT BY SSN."

"YOU MAY USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION. FOR "EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "ENTER KEY."

FOR FIELD NAMES CODES AND VALUES GO TO THE KEYVALUE SEARCH FUNCTION (HK).

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION. "FOR EXAMPLE, IF YOU WANT TO GO TO THE ORGANIZATION QUERY, TYPE "OQ" AND PRESS "THE "ENTER" KEY."


```

EPS2 SSN QUERY                                UNCLASSIFIED      14:40   10/DEC/01   ZJU-PS2
*****REPORT SELECTION*****

                                THE SEARCH HAS FOUND          1  RECORDS.

3  PLEASE SELECT A REPORT TYPE AND ENTER OPTION IN THE BOX AT LEFT.

    1. LONG          2. IET REPORT          3. ONE-LINE          9. EXIT

S  PLEASE SELECT AN OUTPUT DESTINATION.

    S. SCREEN DISPLAY    E. EMAIL    F. FTP    L. LOCAL    M. MAIN    R. REMOTE

1  ENTER THE NUMBER OF COPIES

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN          WHERE NEXT - __

```

THIS SCREEN PROVIDES OPTIONS FOR SELECTING REPORT FORMATS IN WHICH THE QUERY WILL BE PRESENTED.

"THREE FORMAT OPTIONS ARE PROVIDED ON THIS SCREEN: DETAILED (1), IET REPORT (2) AND ONE-LINE (3). THE DETAILED REPORT DISPLAYED REPORT DISPLAYS ONE RECORD AND THE MOST INFORMATION. THE IET REPORT DISPLAYS INFORMATION ON IET SOLDIERS. "THE ONE-LINE REPORT DISPLAYS FOURTEEN RECORDS, DISPLAYS LESS INFORMATION, AND "ALLOWS INPUT IN DATA ELEMENTS "DTL" AND "SI". THE ONE-LINE REPORT IS USEFUL "WHEN REVIEWING LARGE NUMBERS OF RECORDS. TO EXIT, ENTER A "9" AND THE PROGRAM" WILL RETURN TO THE SEARCH CRITERIA SCREEN (ZJURQ1).

"OUTPUT DESTINATION: THE DEFAULT IS "A" SCREEN DISPLAY. THESE MAY BE CHANGED" AS DESIRED.

"THE MAIN PRINTER "D" IS NOT AVAILABLE FOR THE FIELD."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE " "ENTER" KEY."

(PS3) SSN QUERY

```
EPS3 SSN QUERY                PRIVACY ACT INFO        14:41    10/DEC/01    ZJU-PS3
***** LONG REPORT *****
      NAME          SSN      PPSPQE      DOB      PLVLSN  SEX  PRMSSE  CARST  ORAGST
SMITH JOE          XXXXXXXX 63Z5M00CJ  510718   E8      M          C      W
PRPAS PYMDS  DMOSD PCMF  SMOSEN  ENLOP  IMREPR  AEA  YMAEAT  BASD  DTETS  ACLST
Y          63Z5O  63    92A          A    0206  720602  020630  L
DTLAPC  PDOR  DEROS  DTPRDE  HDPLDY  DROS  PHYC  PHPFAC  MEL  MES  CELC  CNTOSA
970726 950601          970726  J    111311  S    1    E    GE
MARST DEPNBR  SSNSPS  MPCSP  DODSPS  YMEEFM  ORSAP  CONAP  HAAPIN  HBASMT  DDPSTA
M      02          F
PSIC DTSPIC PSII DTSPIC ACACNB  ASCO  TNGSTA  NBRPCS  OSASD  OSAED  PDSI
E    920925    921016  0023          950802 970730
VOLOC  VCLOC  RENLOP  JTDOMC  ASGTAS  CNTCTZ  NMOSTA  TOSAD  SCOMPT  EFMPCS  PERSSS
      P000          088  US    052  Z    R          C1
AEPCAT:  DTAEPB:  DTAEPE:  ***** CURRENT ORGANIZATIONAL DATA *****
CURUIC          UNDES          LOCNM          UADZIP  UGPONM  UGPOAM
WAT3AA  /0001/HQ/I CORPS          FT LEWIS          98433
TCSUIC  DPLCNY  DTEDPL  DML  DMSL  PSC  PPA  COHFLG  RGUN  CYLU  ARLOCC  STLOCU
          LEW  ICF  FS06  ND    N          53456  53
***** ASSIGNMENT DATA *****
RQCNSN  RQPRTY  RQPRCE  RQSTE  RSGRSN  ORDTGC  RQRRD  RQCMD  RQUIC  DLDFRN

PRESS ENTER TO CONTINUE, OR F1 FOR HELP RECORD DESIRED: _____ WHERE NEXT - __
RECORD 1 OF 1
```

THE LONG REPORT SCREEN DISPLAYS ONLY ONE RECORD AT A TIME. THIS REPORT DISPLAYS THE MOST INFORMATION AVAILABLE IN THE PERSONNEL QUERY FUNCTION. THE SCREEN IS DIVIDED INTO THREE SECTIONS. THE TOP SECTION CONTAINS PERSONNEL DATA PERTAINING TO THE SOLDIER. THE MIDDLE SECTION CONTAINS ORGANIZATIONAL DATA ON THE UNIT TO WHICH THE SOLDIER IS ASSIGNED. THE BOTTOM SECTION CONTAINS ASSIGNMENT DATA IF THE SOLDIER IS ON ASSIGNMENT INSTRUCTIONS.

IN THE EVENT YOU ARE NOT FAMILIAR WITH THE MEANING OF THE DATA FIELDS DISPLAYED "ON THIS SCREEN, USE THE HELP FUNCTION (HK) TO DETERMINE THE MEANING OF THE" FIELD AND THE VALUES DISPLAYED.

"TOGGLE: TO TOGGLE TO THE ONE-LINE REPORT PRESS THE "F7" FUNCTION KEY OR IF "YOU WANT TO GO TO THE IET REPORT SCREEN PRESS THE "F5" FUNCTION KEY."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE ORGANIZATION QUERY, TYPE "OQ" AND PRESS "THE "ENTER" KEY."

NEW DATA ELEMENTS ON THIS PERSONNEL SCREEN:

ACLST = OVERSEAS ASSIGNMENT TOUR TYPE CODE (OSATT) (LONG [L] OR SHORT [S])
CNTOSA = COUNTRY OF OVERSEAS ASSIGNMENT
OSASD = START DATE OF THE TOUR
OSAED = END DATE OF THE TOUR

IN THE ORGANIXATIONAL DATA THE FOLLOWING HAS BEEN ADDED:

TCSUIC = HOMEUIC THIS IS WHERE THE SOLDIER IS COUNTED IN STAT
DPLCNY = DEPLOYED COUNTRY
DTEDPL = DATE DEPLOYED

(PS4) SSN QUERY

EPS4 SSN QUERY				PRIVACY ACT INFO		14:49	10/DEC/01	ZJU-PS4
***** IET REPORT *****								
NAME		SSN		PPSPQE	PLVLSN	GENDER	PRMSSE	CARST
SMITH JOE		XXXXXXXXXX		63Z5M00CJ	08	M		C
ENLCMT	MARST	SCHCOD	CALANG	DTETS	ASCO		PHPFAC	TNGSTA
	M		/ / /	020630	/ / /		111311	
PENCMT	DTGTNG	DTAVAL	CMTMOS	ASAVIN	HTRCIN	SECHIN	IETIND	N
***** CURRENT ORGANIZATIONAL DATA *****								
CURUIC		UNDES		LOCNM		UADZIP	UGPONM	UGPOAM
WAT3AA		/0001/HQ/I CORPS		FT LEWIS		98433		
TCSUIC	DPLCNY	DTEDPL	DML	DMSL	PSC	PPA	RGUN	CYLU
			LEW	ICF	FS06	ND		ARLOCC
								53456
								53
***** ASSIGNMENT DATA *****								
RQCNSN	RQPRTY	RQPRCE		RQSTE	RSGRSN	ORDTGC	RQRRD	RQCMD
								RQUIC
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN								
0014 IQSP1 NO RECORD FOUND FOR EIP								
RECORD 01 OF 01								
RECORD DESIRED ____								
WHERE NEXT ____								

THE IET REPORT DISPLAYS INFORMATION ON THE INITIAL ENTRY TRAINING SOLDIER. THE "SCREEN IS BROKEN DOWN INTO THREE SECTIONS. PERSONNEL DATA, CURRENT" "ORGANIZATIONAL DATA, AND ASSIGNMENT DATA."

IN THE EVENT YOU ARE NOT FAMILIAR WITH THE MEANING OF THE DATA FIELDS DISPLAYED "ON THIS SCREEN, USE THE HELP FUNCTION (HK) TO DETERMINE THE MEANING OF THE" FIELD AND THE VALUES DISPLAYED.

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE ORGANIZATION QUERY, TYPE ""OQ"" AND PRESS" "THE ""ENTER"" KEY."

(PS5) SSN QUERY

```

EPS5 SSN QUERY          PRIVACY ACT INFO          14:44    10/DEC/01    ZJU-PS5
*****ONE-LINE REPORT*****

```

[illegible]

FOR DETAILED REPORT ON ANY SOLDIERS ON THIS SCREEN, PLACE "Y" IN COLUMN MARKED
"SEL DTL" NEXT TO SOLDIERS NAMES AND PRESS "ENTER."
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN

RECORD DESIRED: WHERE NEXT -

RECORD 1 OF 1

THE ONE-LINE REPORT SCREEN DISPLAYS UP TO FOURTEEN INDIVIDUAL SOLDIER RECORDS. "TO THE LEFT OF EACH RECORD DISPLAYED, IS AN INPUT TITLED "DTL". TYPE A "Y" IN "THE "DTL" FIELD TO RECEIVE A DETAILED REPORT OF THAT SOLDIERS RECORD. AFTER "REVIEWING THE SELECTED RECORD, PRESS ENTER TO RETURN TO THE ONE-LINE REPORT." ""ENTER"" AND THE SYSTEM WILL RETURN TO THE ONE-LINE REPORT. THE INFORMATION" DISPLAYED ON THE ONE-LINE IS VERY BASIC AND THE SHORT OR LONG REPORT WILL PROVIDE MORE DATA PERTAINING TO THE SOLDIER. ONCE ALL DISPLAYED RECORDS HAVE "BEEN REVIEWED, PRESS THE ENTER KEY AND PROCEDE TO THE NEXT GROUP OF RECORDS."

IN THE EVENT YOU ARE NOT FAMILIAR WITH THE MEANING OF THE DATA FIELDS DISPLAYED
"ON THIS SCREEN, USE THE HELP FUNCTION (HK) TO DETERMINE THE MEANING OF THE"
FIELD AND VALUES DISPLAYED.

"TOGGLE: TO TOGGLE TO THE IET REPORT SCREEN PRESS THE ""F6"" FUNCTION KEY OR IF
"YOU WANT TO VIEW THE DETAIL SCREEN PRESS THE ""F7"" FUNCTION KEY."

ERROR MESSAGES WILL BE PROVIDED WHEN ERRONEOUS DATA IS ENTERED.

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."

"FOR EXAMPLE, IF YOU WANT TO GO TO THE ORGANIZATION QUERY, TYPE "OQ" AND PRESS
"THE "ENTER" KEY."

(PS6) SSN QUERY

```
EPS6 SSN QUERY                UNCLASSIFIED          14:46   10/DEC/01   ZJU-PS6
***** SORT SELECTION *****
ENTER 1 (UP TO 5) IN THE BOX NEXT TO THE VARIABLE TO IDENTIFY THE PRIORITY
SORT SEQUENCE.  VALUE "1" INDICATES THE VARIABLE TO BE USED FOR HIGHEST
LEVEL SORT, VALUE "2" WILL INDICATE THE NEXT LEVEL OF THE SORT, ETC.

      SEQUENCE  VARIABLE      SEQUENCE  VARIABLE      SEQUENCE  VARIABLE
      -         -            -         -            -         -
      -         SSN          -         PMOSEN        -         PLVLSN
      -         CTSQIE       -         CTASIE        -         CTLANG
      -         DROS         -         DEROS         -         BASD
      -         DTLAPC       -         DTETS         -         AEA
      -         ARLOC        -         PSIC          -         MEL
      -         ACACNB       -         SEX           -         PCMF
      -         CURUIC       -         PPA

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN      WHERE NEXT - __
```

SORT SELECTION SCREEN.

SCREEN INSTRUCTION:

ENTER THE NUMBERS 1 TO 5 TO INDICATE THE ORDER IN WHICH YOU WANT YOUR OUTPUT
"SORTED AND PRESS THE "ENTER" KEY TO CONTINUE. UP TO 5 SORTS MAY BE SELECTED"

"FOR THIS FUNCTION. WHEN THE ENTER KEY IS PRESSED, YOU WILL AUTOMATICALLY"
RECEIVE THE REPORT SELECTION SCREEN FOR THE PERSONNEL QUERY FUNCTION.

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE"
"ENTER" KEY."

(R1) REQUISITION SUBSYSTEM

```
ER10 REQUISITION SUBSYSTEM      UNCLASSIFIED      10:14   10/DEC/01   ZJU-R10
***** REQUISITION SUBSYSTEM MENU *****
```

```
C = REQUISITION CREATE
H = REQUISITION HISTORY
M = REQUISITION MODIFY
P = REQ PERSONNEL HISTORY QUERY
Q = REQUISITION QUERY
S = SI QUERY
T = REQUISITION DELTA TARGET
U = SI MODIFY
X = RETURN TO MAIN MENU
```

```
_ ENTER OPTION DESIRED
ERROR:
```

```
WHERE NEXT - _
```

THIS SCREEN DISPLAYS ALL AVAILABLE FUNCTION(S) WITHIN THE REQUISITION SUBSYSTEM APPLICABLE TO EACH USER.

"EXAMPLE: TYPE "Q" IN THE ' ENTER OPTION DESIRED' INPUT FIELD AND PRESS"
" THE ENTER KEY. (I.E., "Q" FOR REQUISITION QUERY)"

THE REQUISITION SUBSYSTEM ENABLES THE USER TO CREATE/MODIFY/CANCEL/CORRECT "ERRORS ON REQUISITIONS. THE USER MAY ALSO REVIEW, QUERY, OR MODIFY" SPECIAL INSTRUCTIONS FOR A REQUISITION. HISTORICAL DATA ON A REQUISITION CAN BE GATHERED OR THE USER MAY CHECK THE STATUS OF A REQUISITION.

(RH1) REQUISITION HISTORY QUERY

ERH1 REQUISITION HISTORY QUERY UNCLASSIFIED 11:57 10/DEC/01 ZJU-RH1
***** RECORD SELECTION *****

ENTER ONE OR MORE REQUISITION CONTROL AND SERIAL NUMBERS

RQCNSN	RQSQNR	DISSEQ	RQCNSN	RQSQNR	DISSEQ
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

S PLEASE SELECT AN OUTPUT LOCATION.

S. SCREEN DISPLAY E. EMAIL F. FTP L. LOCAL M. MAIN R. REMOTE

1 ENTER THE NUMBER OF COPIES

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT

WHERE NEXT - ____

THE PURPOSE OF THIS SCREEN IS TO QUERY SELECTED REQUISITIONS FOR HISTORICAL REVIEW. ENTER ONE OR MORE 'RQCNSN' (REQUISITION CONTROL AND SERIAL NUMBER) (MAXIMUM OF 5 FOR HARDCOPY REPORTS). ENTER A 'RQSQNR' (REQUISITION SEQUENCE NUMBER) AND THE 'DISSEQ' (DISPLAY SEQUENCE). THE 'DISSEQ' INPUT FIELD ARRANGES 'RQSQNR' DATA IN ASCENDING OR DESCENDING ORDER AND IS DEFAULTED TO AN "A" FOR ARRANGEMENT IN "ASCENDING" ORDER. IF "DESCENDING" ORDER IS DESIRED, ENTER A "D".

THE "SELECT AN OUTPUT LOCATION" INPUT FIELD AT THE BOTTOM OF THE SCREEN DEFAULTS TO AN "A" FOR TERMINAL DISPLAY. ENTER "B" FOR REMOTE PRINTER, OR "C"

FOR LOCAL PRINTER, OR "D" FOR THE MAIN PRINTER. THE MAIN PRINTER IS NOT AVAILABLE TO FIELD USERS.

HARDCOPY REPORTS: TO GENERATE HARDCOPY COPY REPORTS, SELECT "B", "C", OR "D" AS AN OUTPUT LOCATION, PRESS THE 'ENTER' KEY AND THE ONELINE REPORT SCREEN WILL BE DISPLAYED.

RQCNSN IS THE CONTROL NUMBER (I.E. "2C"), YEAR (I.E. 1996), MONTH (I.E. 12), AND SERIAL NUMBER (I.E. A005) (EXAMPLE: 2C199612A005).

(RH2) REQ HISTORY QUERY

```
ERH2 REQ HISTORY QUERY          PRIVACY ACT INFO      12:06   10/DEC/01   ZJU-RH2
***** ONE LINE REPORT *****
  TO REVIEW DETAILED HISTORICAL REQUISITION DATA ENTER A "Y" IN DTL.

RQCNSN: 5A2002070474  RQRRD: 0207

DTL SQNR RQPRTY DTLMOD OPLMOD      INTRDT RQSTE RQPRCE      ORDTGC SSN          RQR
-  990    C5    011129 ALCSR3693          O    63Z5O00YY
-  991    C5    011129 ALCSR3693 010911  D    63Z5O00YY 020720 XXXXXXXXXX GB
-  992    C5    010911 ZJUA9PSQ 010911  I    63Z5O00YY 020720 XXXXXXXXXX
-  993    C5    010905 AMBMD0057          F    63Z5O00YY 020720 XXXXXXXXXX
-  994    C5    010806 AMBMD0057          O    63Z5O00YY
-  995    C5    010806 AMBMD0057 010724  D    63Z5O00YY 020720 OOOOOOOOOO MP
-  996    C5    010724 ZJUA9PSQ 010724  I    63Z5O00YY 020720 OOOOOOOOOO
-  997    C5    010717 AMBMD0057          F    63Z5O00YY 020720 OOOOOOOOOO
-  998    C5    010716 RMFXO0534          O    63Z5O00YY
-  999          010713 RCSXB5160          W    63Z5O00YY

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN
ENTER NEXT RQSQNR:  _____ NEXT/PREVIOUS REQ:  _      WHERE NEXT -  __
      DISPLAYING SQNR 0001 THRU 0010 OF 0010 FOR REQ 01 OF 01 REQ(S)
```

THE REQUISITION HISTORY ONE LINE REPORT SCREEN DISPLAYS UP TO FOURTEEN RECORDS.

THE 'RQCNSN AND 'RQRRD' (REQUISITION REQUESTED REPORTING DATE) IS LOCATED IN THE UPPER PORTION OF THE SCREEN. 'RQCNSN' BY DEFAULT IS SORTED IN ASCENDING ORDER.

"THE LEFT SIDE OF THE SCREEN HAS AN INPUT FIELD TITLED "DTL" (DETAILED). ENTER " 'Y' IN ONE OF MORE "DTL" INPUT FIELDS AND PRESS THE 'ENTER' KEY. YOU WILL" BE TAKEN TO THE FIRST PART OF THE DETAILED REPORT SCREEN. PRESS THE 'ENTER' KEY AND SIMILAR DATA WILL BE DISPLAYED FOR THE NEXT SEQUENCE NUMBER OF THE SAME 'RQCNSN'. AFTER ALL SELECTED REQUISITION SEQUENCE NUMBERS (RQSQNR) OF "THAT OR MORE RECORDS HAVE BEEN REVIEWED, PRESS THE 'ENTER' KEY AND THE RECORD" SELECTION SCREEN WILL BE DISPLAYED.

NEXT RQSQNR: ENTER A REQUISITION SEQUENCE THAT IS PART OF THE CURRENT STACK. A STACK CONSISTS OF ALL THE SEQUENCE NUMBERS WITHIN A 'RQCNSN'.

"IF MORE THAN ONE 'RQCNSN' WAS ENTERED, USE THE "NEXT REQ" INPUT FIELD. ENTER " "N" FOR NEXT RECORD OR "P" FOR THE PREVIOUS RECORD."

(RH3) REQ HISTORY QUERY

```
ERH3 REQ HISTORY QUERY                UNCLASSIFIED      12:08   10/DEC/01   ZJU-RH3
***** REQUISITION DATA *****
RQCNSN      RQSQNR RQPRTY DTLMOD RQMOSE RQPLSN RQSQIE   RQASIE   RQLIC RQAP
5A2002070474 990      C5   011129  63Z      8      0      00/   /   /   YY      I

RQSTE      RQRRD      RQEXCL      RQTYPE      RQSRCE      RQSPRO      RQLLPR      RQLRPR      RQLSPR
O          0207      Y          I          E          Y          00          00          00

RQPSIR      RQPSST      RQPPSR      RQCYIN      RQMGAU      RQCMAA      RQSUDT      RQDTVL
E          F          Y          G3          63          V          L2

INTRDT      RQPOSN      RQRGDS      RQRUIC      RQNPCY      ORDTGC      SSN
YY

***** REQUISITION RELATED ORGANIZATION DATA *****
RQUIC      MTOENM - DESIGT      LOCATION      ZIP-APO      ARALOC
WG861A      0005 SC REPL DET      FRANKFURT      GM      09212

UNTCA      DML      DMSL      RGUN      CIMFLG      PPG      UMRPT      UMDPT      UMACD
FS          SCE      BFC

TO REVIEW SPECIAL INSTRUCTIONS ENTER A "Q": E      RETURN TO ONE LINE REPORT: _
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F8 FOR MORE DATA      WHERE NEXT - __
      DISPLAYING SQNR 0001 OF 0010 FOR REQ 01 OF 01 REQ(S)
```

THE REQUISITION HISTORY DETAILED REPORT SCREEN IS DIVIDED INTO AN UPPER AND LOWER SECTION. THE UPPER SECTION CONTAINS REQUISITION RELATED DATA AND THE LOWER SECTION DISPLAYS REQUISITION RELATED ORGANIZATION DATA.

"TO VIEW THE SPECIAL INSTRUCTION: ENTER "Q" IN THE 'TO REVIEW SPECIAL INSTRUCTIONS ENTER "Q" ' INPUT FIELD. IF AN "E" IS DISPLAYED IN THE INPUT FIELD, IT INDICATES THE EXISTANCE OF SPECIAL INSTRUCTIONS. OVERLAY THE "E" WITH "Q" TO REVIEW THE SPECIAL INSTRUCTION AND PRESS THE 'ENTER' KEY.

F4 FUNCTION KEY: PRESS THE 'F4' FUNCTION KEY TO VIEW THE PREVIOUS RECORD "(RQSQNR)". IF ONLY 1 RQSQNR WAS QUERIED, PAGE 1 OF THE DETAILED REPORT SCREEN OF THE CURRENT RECORD WILL BE DISPLAYED.

"F8 FUNCTION KEY: IF RELEVANT PERSONNEL INFORMATION IS DESIRED, PRESS THE 'F8' FUNCTION KEY TO TOGGLE TO PAGE 2 OF THE DETAILED REPORT SCREEN. IF THE ONE LINE REPORT DOES NOT DISPLAY AN SSN, PERSONNEL DATA WILL NOT BE AVAILABLE."

"RTN TO ONE LINE REPORT: ENTER 'Y', PRESS THE 'ENTER' KEY AND THE ONE LINE REPORT SCREEN WILL RETURN DISPLAYING THE CURRENT STACK OF RQSQNR(S). LEAVE BLANK IF THIS OPTION IS NOT DESIRED.

(RH4) REQ HISTORY QUERY

```
ERH4 REQ HISTORY QUERY          PRIVACY ACT INFO          12:10    10/DEC/01    ZJU-RH4
***** PERSONNEL RELATED DATA *****
      SSN              NAME          PMOSEN    PLVLSN    CTSQIE      CTASIE    CTLANG    ORDTGC

RQCNSN      RQSQNR  RQPRTY  DTLMOD  RQMOSE  RQPLSN  RQSQIE      RQASIE      RQLIC  RQRR
5A2002070474 990      C5    011129   63Z      8        O      00      YY    0207

RQRSN      DDPSTA    PSIC      RLRPR      SLSPR      RLSPR      SSNSPS    MPCSP    DODSPS

SMOSEN      MARST      YMEEFM    PRMOSE      CURUIC      CNTCTZ      DTETS      DTLAPC    RQSTE
                                O

AEA          YMAEAT    DROS      DEROS      RQPCSC      BASD      TOSAD      ACACNB

HAAPIN      HBASMT    ASCO

                                ORSAP:          CONAP:

                                RETURN TO ONE LINE REPORT: _
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F8 FOR MORE DATA    WHERE NEXT - __
      DISPLAYING SQNR 0001 OF 0010 FOR REQ 01 OF 01 REQ(S)
```

"THE REQUISITION HISTORY DETAILED REPORT SCREEN, PAGE 2 (ZJU-RH4) PROVIDES A" SNAPSHOT OF PERSONNEL DATA PERTAINING TO THIS REQUISITION.

F4 FUNCTION KEY: PRESS THE 'F4' FUNCTION KEY TO VIEW THE PREVIOUS RECORD "(RQSNQR). IF ONLY 1 RQSQNR WAS QUERIED, PAGE 1 OF THE DETAILED REPORT SCREEN" OF THE CURRENT RECORD WILL BE DISPLAYED.

"F8 FUNCTION KEY: IF RELEVANT REQUISITION INFORMATION IS DESIRED, PRESS THE F8" FUNCTION KEY TO TOGGLE TO PAGE 1 OF THE DETAILED REPORT SCREEN. IF THE ONE "LINE REPORT DOES NOT DISPLAY AN SSN, PERSONNEL DATA WILL NOT BE AVAILABLE."

"RTN TO ONE LINE REPORT: ENTER A 'Y', PRESS THE 'ENTER' KEY AND THE ONE LINE" REPORT SCREEN WILL RETURN DISPLAYING THE CURRENT STACK OF RQSQNR(S). LEAVE BLANK IF THIS OPTION IS NOT DESIRED.

(RH5) REQ HISTORY QUERY

```
ERH5 REQ HISTORY QUERY          PRIVACY ACT INFO      12:12   10/DEC/01   ZJU-RH5
***** REQUISITION AND PERSONNEL DATA *****
RQCNSN   RQUPC   RQSTE   RQRRD   RQPRCE   RQTYPE           LOCNM
5AS0474   G861A       O     0207   63Z5000YY   I     FRANKFURT  GM
***** SPECIAL INSTRUCTIONS (SI) *****
SI          ORG SI NI          TEXT
STRONGLY ENCOURAGE ALL SOLDIERS PLAY AN ACTIVE AND CONCERNED ROLE IN THE .....
EXCEPTIONAL FAMILY MEMBER PROGRAM (EFMP) SCREENING PROCESS CONDUCTED IN CON-...
JUNCTION WITH OVERSEAS MOVEMENT.  SOLDIERS MUST ENSURE THAT MEDICAL AND EDUCA-
TIONAL SCREENING IS ACCOMPLISHED SO THAT THEIR FAMILY MEMBERS' SPECIAL NEEDS...
(IF NECESSARY) ARE ADDRESSED BEFORE ARRIVING IN THE OVERSEAS COMMAND, PARTIC-..
ULARLY EDUCATIONAL SCREENING.  A THOROUGH SCREENING ELIMINATES POTENTIAL PROB-
LEMS AND SIGNIFICANTLY REDUCES FAMILY STRESS WHEN PREPARING FOR OVERSEAS.....
MOVEMENT.  AGAIN, BE INVOLVED IN THE EFMP SCREENING PROCESS.  YOU OWE IT TO.....
YOUR FAMILY.

PAGE 01   OF 01   FOR SI CODE 01 OF 02   NEXT PAGE (N/P) _ NEXT SI (N/P) _
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT

                                WHERE NEXT - _
```

THIS SCREEN SHOWS THE SPECIAL INSTRUCTIONS THAT ARE ATTACHED TO THE REQUISITION.

IF THERE ARE NUMEROUS PAGES WITHIN A SPECIAL INSTRUCTION; GO TO THE
"NEXT PAGE (N/P) " AND ENTER "N" FOR NEXT PAGE OR "P" FOR THE PREVIOUS PAGE"
WITHIN THAT SPECIAL INSTRUCTION.

IF THERE ARE 2 OR MORE SPECIAL INSTRUCTIONS FOR THAT REQUISITION; GO TO THE
"NEXT SI (N/P) " AND ENTER "N" FOR THE NEXT SPECIAL INSTRUCTION AND IF"
"YOU NEED TO GO BACK AND READ THE PRIOR SI THEN ENTER "P" FOR PREVIOUS"
SPECIAL INSTRUCTION.

(RM1) REQUISITION MODIFY

```
ERM1 REQUISITION MODIFY          UNCLASSIFIED          11:32   10/DEC/01   ZJU-RM1
***** REQUISITION MODIFY SEARCH CRITERIA SELECTION *****
***** ENTER UP TO SIXTEEN (16) CONTROL AND SERIAL NUMBERS (RQCNSN) *****

_____
_____

***** - OR - ENTER SINGLE VALUES AND/OR RANGES *****

RQCNSN _____ RQPM AE __ __ YMRQC __ __ RQCYIN __ __
RQMOSE ____ RQPLSN __ __ RQSQIE __ RQASIE ____ RQLIC ____
UNTCA ____ DML _____ DMSL _____ RQRGDS _____ RQUPC _____
RQSTE __ __ RQEXCL __ RQSPRO __ RQAPID __ RQTYPE __
RQCMFE ____ RQTRTY __ RQPSIR __ RQRRD _____ RQPRTY __ __

SORT SELECTION (YES/NO/RQCNSN) N

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT          WHERE NEXT - ____
```

THE REQUISITION MODIFY FUNCTION PROVIDES AUTHORIZED USERS THE ABILITY TO MODIFY ANY ENLISTED ARMY REQUISITIONS AND THEIR ASSOCIATED SPECIAL INSTRUCTIONS "RESIDENT ON THE TAPDB REQDB WITH REQUISITION STATUS CODE (RQSTE) OF "W" AND "O".

SCREEN INSTRUCTIONS:

RQCNSN: ENTER A VALID RQCNSN (REQUISITION CONTROL AND SERIAL NUMBER). BY ENTERING A VALID RQCNSN, THE SYSTEM WILL SEARCH FOR AND DISPLAY THE REQUISITION RECORD WITH THAT PARTICULAR RQCNSN. YOU MAY ENTER UP TO 16 DIFFERENT RQCNSN AT A TIME.

SINGLE VALUES AND/OR RANGES: ENTER A VALID VALUE OR RANGE FOR ONE OR MORE OF THE REQUISITION DATA FIELDS. IF YOU ARE UNFAMILIAR WITH THESE FIELDS, THESE DATA ELEMENTS AND DATA CHAINS WITH THEIR ACCEPTABLE VALUES ARE CONTAINED IN THE TAPDB REQUISITION DATABASE DATA REQUIREMENTS DOCUMENT. ALSO, CODES AND VALUES MAY BE RETRIEVED FROM THE KEYVALUE SEARCH FUNCTION (HK). REMEMBER, YOU CANNOT ENTER A RQCNSN IN THE UPPER PORTION OF THE SCREEN AND SPECIFIC VALUES AND RANGES IN THE LOWER PORTION. THIS SCREEN ALLOWS YOU TO RANGE ON THE FOLLOWING FIELDS IN THE LOWER SECTION: RQCNSN, RQPM AE, YMRQC, RYCYIN, RQSTE, AND RQPLSN. ADDITIONALLY, YOU MAY ENTER ONLY THE RQPUD VALUE (FIRST 3 CHARACTER UIC) IN THE RQUPC; ALL THE APPROPRIATE RQDDS (LAST 2 CHARACTERS OF THE UIC) WILL BE INCLUDED FOR THAT RQPUD WITHIN YOUR QUERY.

"SORT: YOU HAVE THE OPTION OF SELECTING 1) "N" NO SORT, 2) "Y" VIEW THE SORT SELECTION SCREEN, OR 3) "R" DEFAULT SORT ON RQCNSN."

THE SYSTEM WILL DEFAULT THE SORT SELECTION (LOCATED AT THE BOTTOM OF THE SCREEN) OF THIS SCREEN TO "N". IF YOU DO NOT WISH TO SORT YOUR OUTPUT, MERELY PRESS THE "ENTER" KEY AFTER TYPING YOUR SEARCH CRITERIA. ONCE YOU PRESS "ENTER" TO CONTINUE, YOUR QUERY WILL BYPASS THE SORT SELECTION SCREEN AND YOUR NEXT SCREEN WILL BE THE REPORT SELECTION SCREEN (ZJU-RM3). IF YOU DECIDE NOT TO SORT YOUR OUTPUT, THE REQUISITION RECORDS FOUND WILL BE RANDOMLY DISPLAYED; THE SEQUENCE WILL BE HOWEVER THEY HAPPEN TO BE STORED ON THE REQDB AT THE TIME.

IF YOU DESIRE TO SORT YOUR OUTPUT BY RQCNSN, TYPE AN "R" OVER THE SYSTEM DEFALUT OF "N" TO THE RIGHT OF THE SORT SELECTION INPUT FIELD ON THIS SCREEN. ONCE YOU PRESS THE "ENTER" KEY TO CONTINUE, THE NEXT SCREEN YOU WILL SEE IS THE REPORT SELECTION SCREEN (ZJU-RM3); YOU WILL BYPASS THE SORT SELECTION SCREEN (ZJU-RM2).

IF YOU DESIRE TO ENTER YOUR OWN SORT CRITERIA INSTEAD, TYPE A "Y" OVER THE SYSTEM DEFAULT "N". ONCE YOU PRESS THE "ENTER" KEY TO CONTINUE, THE NEXT SCREEN YOU WILL SEE IS THE SORT SELECTION SCREEN (ZJU-RM2). THEN YOU CAN INPUT THE ORDER YOU WISH YOUR OUTPUT SORTED BY I.E., 1, 2, 3, 4, 5.

ERROR MESSAGES WILL BE DISPLAYED AT THE BOTTOM OF THE SCREEN IF INVALID FIELDS AND VALUES ARE USED.

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "ENTER" KEY."

(RM2) REQUISITION MODIFY

```
ERM2 REQUISITION MODIFY          UNCLASSIFIED          11:34   10/DEC/01   ZJU-RM2
***** SORT SELECTION SCREEN *****
ENTER 1 (UP TO 5) IN THE BOX NEXT TO THE VARIABLE TO IDENTIFY THE PRIORITY
SORT SEQUENCE.  VALUE "1" INDICATES THE VARIABLE TO BE USED FOR HIGHEST
LEVEL SORT, VALUE "2" WILL INDICATE THE NEXT LEVEL OF THE SORT, ETC.

SEQUENCE    VARIABLE              SEQUENCE    VARIABLE              SEQUENCE    VARIABLE
  _          RQCNSN                _          RQPRTY                _          RQPMAE
  _          RQMOSE                _          RQPLSN                _          RQSQIE
  _          RQASIE                _          RQLIC                 _          UNTCA
  _          DML                   _          DMSL                 _          RQRGDS
  _          RQUPC                 _          RQSTE                _          RQSPRO
  _          RQCYIN                _          RQTYPE                _          RQCMFE
  _          YMRQC                 _          RQRRD

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN      WHERE NEXT -  _
```

THE SORT SELECTION SCREEN GIVES YOU THE CAPABILITY OF DETERMINING THE ORDER IN WHICH YOUR QUERY IS DISPLAYED TO PERFORM YOUR MODIFICATIONS.

SCREEN INSTRUCTIONS:

- ENTER THE NUMBER(S) 1 UP TO 5 NEXT TO THE APPROPRIATE VARIABLE TO INDICATE THE ORDER IN WHICH YOU WANT YOUR OUTPUT SORTED.

"- PRESS THE "ENTER" KEY TO CONTINUE."

"UPON COMPLETION OF THE SORT SELECTION SCREEN, THE NEXT SCREEN THAT YOU WILL SEE WILL BE THE REPORT SELECTION SCREEN (ZJU-RM3). THIS SCREEN PROVIDES YOU THE ABILITY TO SELECT THE REPORT FORMAT, IN WHICH YOUR OUTPUT WILL BE PRESENTED."

ERROR CONDITIONS/MESSAGES

ACTION

"SORT LEVEL MUST BE 1, 2, 3, 4, OR 5

CORRECT HIGHLIGHTED FIELDS AND PRESS THE "ENTER" KEY."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION. FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "ENTER" KEY."

(RM3) REQUISITION MODIFY

ERM3 REQUISITION MODIFY UNCLASSIFIED 11:35 10/DEC/01 ZJU-RM3
***** REPORT SELECTION SCREEN *****

THE SEARCH HAS FOUND 00046 RECORDS.

3 PLEASE SELECT A REPORT TYPE AND ENTER OPTION IN THE BOX AT LEFT.

1. DETAILED 2. SHORT 3. ONE-LINE 9. EXIT

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN

WHERE NEXT - ____

EDAS PROVIDES YOU THREE DIFFERENT REPORT FORMATS: DETAILED, SHORT AND ONE-LINE. EACH REPORT FORMAT PROVIDES YOU WITH MORE INFORMATION ABOUT YOUR QUERY AND MORE REQUISITION FIELDS THAT YOU CAN UPDATE. THE DETAILED REPORT DISPLAYS THE MOST INFORMATION ABOUT THE REQUISITION RECORD AND PROVIDES YOU "THE CAPABILITY TO UPDATE ANY OR ALL THE REQUISITION DATA ON THE RECORD," AUTHORIZED BY POLICY GUIDANCE. THE SHORT REPORT DISPLAYS THREE RECORDS AT A TIME, DISPLAYS LESS INFORMATION AND UPDATABLE REQUISITION FIELDS THAN THE "DETAILED REPORT, BUT MORE THAN THE ONE-LINE. THE ONE-LINE REPORT DISPLAYS "FOURTEEN RECORDS AT A TIME, DISPLAYS THE LEAST INFORMATION ABOUT YOUR QUERY" AND ALLOWS YOU TO UPDATE ONLY "RQSTE" AND "RQEXCL"; EITHER INDIVIDUALLY USEFUL "WHEN REVIEWING, VALIDATING AND UPDATING A LARGE NUMBER OF RECORDS"

SCREEN INSTRUCTIONS:

"WHEN YOU FIRST SEE THE REPORT SELECTION SCREEN, THE DEFAULT VALUE OF "3" WILL ALREADY BE INSERTED BY THE REPORT TYPE. YOU MAY CHANGE THE REPORT TYPE TO THE REPORT YOU DESIRE. YOU SHOULD DETERMINE WHAT REPORT TYPE BASED ON WHICH REQUISITION FIELD(S) YOU WISH TO MODIFY IN THE VALIDATION PROCESS. RECOMMEND YOU USE THE REQUISITION QUERY FUNCTION PRIOR TO ENTERING THE REQUISITION MODIFY FUNCTION, REVIEW YOUR OUTPUT (EITHER FROM HARDCOPY REPORT OR SCREEN) AND MAKE YOUR REQUISITION/SPECIAL INSTRUCTION VALIDATION AND UPDATE DECISIONS IN ADVANCE. OTHERWISE, MAXIMUM USE OF THE REPORT TOGGLES (DTL "Y", F5, F6, F7) WILL BECOME NECESSARY. ONCE A SELECTION HAS BEEN MADE PRESS THE "ENTER" KEY."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "ENTER" KEY."

(RM4) REQUISITION MODIFY

```
ERM4 REQUISITION MODIFY          UNCLASSIFIED          11:37    10/DEC/01    ZJU-RM4
***** ONE LINE UPDATE *****
FOR GLOBAL CHANGES ENTER VALUES HERE: RQSTE FROM _ TO _ OR RQEXCL FROM _ TO _
OR RQRRD FROM _ TO _ OR RQPRTY FROM _ TO _

DTL SI STE    EXCL  RQRRD    RQPRTY  RQCNSN  RQPRCE    DML  CYIN  DMSL  SPRO
N   E   O _    Y _    0207 _    C5 _    5AS0474 63Z5000YY SCE  G3  BFC  Y
N   E   O _    C _    0209 _    C5 _    5DU0000 63Z5000YY CIC  I2  LFY  Y
N   E   O _    Y _    0207 _    C5 _    6ES0307 63Z5000YY END  I1  E17  Y
N   E   O _    Y _    0207 _    C5 _    6ES0308 63Z5000YY END  I1  E17  Y
N   E   O _    Y _    0208 _    C5 _    6ETA581 63Z5000YY END  J3  E17  Y
N   E   O _    Y _    0211 _    C5 _    6EW0439 63Z5000YY END  L1  E17  Y
N   E   O _    Y _    0211 _    C5 _    6EW0440 63Z5000YY END  L1  E17  Y
N   E   O _    Y _    0211 _    C5 _    6EW0441 63Z5000YY END  L1  E17  Y
N   E   O _    Y _    0212 _    C5 _    6EX0303 63Z5000YY END  L1  E17  Y
N   E   O _    Y _    0212 _    C5 _    6EX0304 63Z5000YY END  L1  E17  Y
N   E   O _    Y _    0212 _    C5 _    6EX0305 63Z5000YY END  L1  E17  Y
N   E   O _    Y _    0301 _    C5 _    6EY0280 63Z5000YY END  L1  E17  Y
N   E   O _    Y _    0301 _    C5 _    6EY0281 63Z5000YY END  L1  E17  Y
N   E   O _    Y _    0207 _    B4 _    6KS0330 63Z5000YY UEA  H4  P11  Y

TO CREATE OR MODIFY SPECIAL INSTRUCTIONS ENTER A "C" OR "M" IN SI. TO MODIFY
OTHER FIELDS ENTER A "Y" IN DTL. PRESS ENTER TO CONTINUE, OR F1 FOR HELP
DISPLAYING RECORDS 00001 THRU 00014 OF 00046 RECORDS.          WHERE NEXT - _
```

THE ONE-LINE REPORT SCREEN CAN DISPLAY UP TO FOURTEEN RECORDS AT A TIME. YOU MAY UPDATE THE REQUISITION STATUS (RQSTE) AND/OR REQUISITION EXCLUSION (RQEXCL) FOR ALL THE DISPLAYED RECORDS AT ONE TIME BY ENTERING THE INPUT ON THE GLOBAL LINE AT THE TOP OF THE SCREEN OR UPDATE THE RECORDS(S) INDIVIDUALLY BY ENTERING THE INPUT ON THE APPROPRIATE LINE(S).

SCREEN INSTRUCTIONS:

"DTL: ON THE LEFT SIDE OF THE SCREEN, NEXT TO EACH RECORD YOU WILL NOTICE AN"
" INPUT FIELD TITLED "DTL". IF YOU PLACE A "Y" IN THE DTL FIELD, YOU WILL"
RECEIVE THE DETAILED REQUISITION MODIFY SCREEN (ZJU-RM6) FOR EACH OF
THOSE RECORDS. NOTE: WHILE REVIEWING THESE DETAILED RECORDS FROM THIS
" PATH, YOU WILL NOT BE ABLE TO USE THE FUNCTION KEYS F4, F5, F6, OR F7."
" ONCE YOU HAVE REVIEWED AND UPDATED THE DETAIL RECORDS MARKED "Y", YOU"
WILL BE TRANSFERRED BACK TO THIS SCREEN WITH THE NEXT SET OF RECORDS.

"SI: ALSO, ON THE LEFT SIDE OF THE SCREEN, NEXT TO EACH RECORD YOU WILL NOTICE"
" AN INPUT FIELD TITLED "SI". IF YOU PLACE A "C" OR "M" IN THE SI FIELD,"
YOU WILL RECEIVE A SPECIAL INSTRUCTION MODIFY SCREEN (ZJU-RM7) FOR EACH
OF THOSE RECORDS. ONCE YOU HAVE REVIEWED THE SPECIAL INSTRUCTIONS FOR
" THESE RECORDS MARKED "Y", YOU WILL BE TRANSFERRED BACK TO THIS SCREEN"
(ZJU-RM4) WITH THE NEXT SET OF RECORDS.

"IF YOU CHOSE BOTH THE "DTL" AND "SI" OPTIONS, YOU WILL GO TO THE SPECIAL"
"INSTRUCTION MODIFY SCREEN DISPLAYS FIRST, THEN TO THE DETAILED REQUISITION"
MODIFY SCREEN DISPLAYS.

"DOUBLE ENTRY: WHEN UPDATING FROM ANY OF THESE THREE REPORT TYPES, YOU WILL BE"

" REQUIRED TO PRESS THE "ENTER" KEY THE FIRST TIME. IF THERE WERE NO"
 " ENTRIES ON THE SCREEN, THE NEXT SET OF RECORDS WILL BE DISPLAYED FOR"
 " YOU. OTHERWISE, ALL ENTRIES WILL BE EDITED AND THE SCREEN WILL BE"
 " DISPLAYED AGAIN FOR YOU. YOU MUST THEN PRESS THE "F2" FUNCTION KEY TO"
 POST THE REQDB WITH YOUR CHANGES. IF YOU MAKE ANY CHANGES AFTER THE
 " INITIAL ENTRY OF DATA, ALL THE ENTRIES ON THE SCREEN WILL BE RE-EDITED"
 " AND YOU MUST AGAIN PRESS THE "F2" FUNCTION KEY TO POST THE REQDB OR"
 " PRESS THE "F3" FUNCTION KEY TO EXIT FROM THE FUNCTION."

"GLOBAL CHANGES: IF YOU DESIRE TO DO A GLOBAL CHANGE, YOU WILL BE REQUIRED TO"
 " ENTER A "FROM" VALUE AND A "TO" VALUE. REGARDLESS OF THE CURRENT"
 " VALUES, YOU CAN GLOBALLY CHANGE ALL BY ENTERING A "#" IN THE "FROM"
 INPUT FIELD(S). THIS IS THE ONLY REPORT TYPE THAT ALLOWS GLOBAL CHANGES
 WITHIN THE REQUISITION MODIFY FUNCTION.

"RQSTE: THERE ARE SPECIFIC EDIT RULES FOR RQSTE. RQSTE VALUE "U", "V", OR
 " "W"
 " CAN BE GLOBALLY (#) OR INDIVIDUALLY CHANGED TO "B". OTHERWISE, RQSTE"
 " VALUE "U" CAN ONLY BE CHANGED TO "V", RQSTE "V" CAN ONLY BE CHANGED TO"
 " "W" AND RQSTE "W" CAN ONLY BE CHANGED TO "O".

"DISPLAY RECORD COUNT: LOCATED ON THE BOTTOM OF THE SCREEN, YOU WILL NOTICE A"
 MESSAGE TELLING YOU EXACTLY WHAT RECORDS YOU ARE REVIEWING OUT OF THE
 " SET. EXAMPLE, REVIEWING RECORDS 100 THRU 114 OF 125 RECORDS. WHEN YOU"
 " REACH THE END OF YOUR QUERIED SET OF RECORDS, YOU WILL SEE THE MESSAGE"
 " "ALL DISPLAYED". DEPENDING UPON THE SIZE OF YOUR SET AND YOUR PRESENT"
 " LOCATION WITHIN THE SET, YOU MAY PRESS THE "ENTER" KEY TO SEE THE NEXT"
 " GROUP OF RECORDS OR PRESS THE "F4" FUNCTION KEY TO SEE THE PREVIOUS"
 FOURTEEN RECORDS THAT HAVE NOT BEEN MODIFIED. IF YOU SEE THE MESSAGE
 " "ALL DISPLAYED" AND YOU PRESS "ENTER", YOU WILL BE RETURNED TO THE"
 SEARCH CRITERIA SELECTION SCREEN (ZJU-RM1).

TOGGLE: ANOTHER OPTION AVAILABLE TO YOU IS TO TOGGLE TO THE SHORT REPORT BY
 " PRESSING THE "F6" FUNCTION KEY OR TO THE DETAILED REPORT BY PRESSING"
 " THE PRESSING THE "F7" FUNCTION KEY."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
 "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE"
 " "ENTER" KEY."

(RM5) REQUISITION MODIFY

```
ERM5 REQUISITION MODIFY          UNCLASSIFIED          11:39 10/DEC/01  ZJU-RM5
***** SHORT RECORD UPDATE *****
DTL SI  RQCNSN  RQPRTY  RQRRD      RQMOSE RQPLSN RQSQIE RQASIE
N   E   5AS0474  C5   ___   0207   ___   63Z   8   ___   0   ___   00   ___ / ___ / ___ / ___

RQSTE RQEXCL RQSPRO RQPSIR RQPPSR RQPSST RQAPID RQLIC  RQUPC      RQSRCE
O   ___   Y   ___   Y   ___   E   ___   Y   ___   F   ___   I   ___   YY   ___   G861A   ___   E
*****
DTL SI  RQCNSN  RQPRTY  RQRRD      RQMOSE RQPLSN RQSQIE RQASIE
N   E   5DU0000  C5   ___   0209   ___   63Z   8   ___   0   ___   00   ___ / ___ / ___ / ___

RQSTE RQEXCL RQSPRO RQPSIR RQPPSR RQPSST RQAPID RQLIC  RQUPC      RQSRCE
O   ___   C   ___   Y   ___   Y   ___   Y   ___   Y   ___   I   ___   YY   ___   BZDAA   ___   E
*****
DTL SI  RQCNSN  RQPRTY  RQRRD      RQMOSE RQPLSN RQSQIE RQASIE
N   E   6ES0307  C5   ___   0207   ___   63Z   8   ___   0   ___   00   ___ / ___ / ___ / ___

RQSTE RQEXCL RQSPRO RQPSIR RQPPSR RQPSST RQAPID RQLIC  RQUPC      RQSRCE
O   ___   Y   ___   Y   ___   Y   ___   Y   ___   Y   ___   I   ___   YY   ___   A6Z1A   ___   E
TO CREATE OR MODIFY SPECIAL INSTRUCTIONS ENTER A "C" OR "M" IN SI. TO DELETE
DATA ENTER AN "*" IN THE FIELD. TO MODIFY OTHER FIELDS ENTER AN "Y" IN DTL
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN
DISPLAYING RECORDS 00001 THRU 00003 OF 00046 RECORDS.          WHERE NEXT - ___
```

THE SHORT REPORT SCREEN CAN DISPLAY UP TO THREE RECORDS AT A TIME. YOU MAY UPDATE THE RECORD(S) INDIVIDUALLY BY ENTERING THE INPUT BESIDES THE APPROPRIATE REQUISITION FIELD(S) FOR EACH RECORD.

SCREEN INSTRUCTIONS:

"DTL: ON THE LEFT SIDE OF THE SCREEN, NEXT TO EACH RECORD YOU WILL NOTICE AN"
" INPUT FIELD TITLED "DTL". IF YOU PLACE A "Y" IN THE DTL FIELD, YOU WILL"
RECEIVE THE DETAILED REQUISITION MODIFY SCREEN (ZJU-RM6) FOR EACH OF
THOSE RECORDS. NOTE: WHILE REVIEWING THESE DETAILED RECORDS FROM THIS
" PATH, YOU WILL NOT BE ABLE TO USE THE FUNCTION KEYS F4, F5, F6, OR F7."
" ONCE YOU HAVE REVIEWED AND UPDATED THE DETAIL RECORDS MARKED "Y", YOU"
WILL BE TRANSFERRED BACK TO THIS SCREEN WITH THE NEXT SET OF RECORDS.

"SI: ALSO, ON THE LEFT SIDE OF THE SCREEN, NEXT TO EACH RECORD YOU WILL NOTICE"
" AN INPUT FIELD TITLED "SI". IF YOU PLACE A "C" OR "M" IN THE SI FIELD,"
YOU WILL RECEIVE A SPECIAL INSTRUCTION MODIFY SCREEN (ZJU-RM7) FOR EACH
OF THOSE RECORDS. ONCE YOU HAVE REVIEWED THE SPECIAL INSTRUCTIONS FOR
" THESE RECORDS MARKED "Y", YOU WILL BE TRANSFERRED BACK TO THIS SCREEN"
(ZJU-RM5) WITH THE NEXT SET OF RECORDS.

"IF YOU CHOSE BOTH THE "DTL" AND "SI" OPTIONS, YOU WILL GO TO THE SPECIAL"
"INSTRUCTION MODIFY SCREEN DISPLAYS FIRST, THEN TO THE DETAILED REQUISITION"
MODIFY SCREEN DISPLAYS.

"DOUBLE ENTRY: WHEN UPDATING FROM ANY OF THESE THREE REPORT TYPES, YOU WILL BE"
" REQUIRED TO PRESS THE "ENTER" KEY THE FIRST TIME. IF THERE WERE NO"
" ENTRIES ON THE SCREEN, THE NEXT SET OF RECORDS WILL BE DISPLAYED FOR"

" YOU. OTHERWISE, ALL ENTRIES WILL BE EDITED AND THE SCREEN WILL BE"
 " DISPLAYED AGAIN FOR YOU. YOU MUST THEN PRESS THE "F2" FUNCTION KEY TO"
 POST THE REQDB WITH YOUR CHANGES. IF YOU MAKE ANY CHANGES AFTER THE
 " INITIAL ENTRY OF DATA, ALL THE ENTRIES ON THE SCREEN WILL BE RE-EDITED"
 " AND YOU MUST AGAIN PRESS THE "F2" FUNCTION KEY TO POST THE REQDB OR"
 " PRESS THE "F3" FUNCTION KEY TO EXIT FROM THE FUNCTION."

"RQSTE: THERE ARE SPECIFIC EDIT RULES FOR RQSTE. RQSTE VALUE "U", CAN ONLY BE"
 " CHANGED TO "B" OR "W". RQSTE VALUE "V" CAN ONLY BE CHANGED TO "B"
 OR"
 " "W". RQSTE VALUE "W" CAN ONLY BE CHANGED TO "B" OR "O"."

"DISPLAY RECORD COUNT: LOCATED ON THE BOTTOM OF THE SCREEN, YOU WILL NOTICE A"
 MESSAGE TELLING YOU EXACTLY WHAT RECORDS YOU ARE REVIEWING OUT OF THE
 " SET. EXAMPLE, REVIEWING RECORDS 100 THRU 114 OF 125 RECORDS. WHEN YOU"
 " REACH THE END OF YOUR QUERIED SET OF RECORDS, YOU WILL SEE THE MESSAGE"
 " "ALL DISPLAYED". DEPENDING UPON THE SIZE OF YOUR SET AND YOUR PRESENT"
 " LOCATION WITHIN THE SET, YOU MAY PRESS THE "ENTER" KEY TO SEE THE NEXT"
 " GROUP OF RECORDS OR PRESS THE "F4" FUNCTION KEY TO SEE THE PREVIOUS"
 FOURTEEN RECORDS THAT HAVE NOT BEEN MODIFIED. IF YOU SEE THE MESSAGE
 " "ALL DISPLAYED" AND YOU PRESS "ENTER", YOU WILL BE RETURNED TO THE"
 SEARCH CRITERIA SELECTION SCREEN (ZJU-RM1).

TOGGLE: ANOTHER OPTION AVAILABLE TO YOU IS TO TOGGLE TO THE ONE-LINE REPORT BY
 " PRESSING THE "F6" FUNCTION KEY OR TO THE DETAILED REPORT BY PRESSING"
 " THE PRESSING THE "F5" FUNCTION KEY."

"DELETE DATA (*): YOU MAY ONLY USE ASTERICKS (*) TO DELETE THE SECOND RQASIE,"
 ALL OTHER REQUISITION FIELDS ON THIS SCREEN WILL REQUIRE A VALID VALUE
 TO OVERRIDED THE EXISTING ONE.

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
 "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE"
 " "ENTER" KEY."

(RM6) REQUISITION MODIFY

```
ERM6 REQUISITION MODIFY          UNCLASSIFIED          11:40   10/DEC/01   ZJU-RM6
***** DETAIL RECORD UPDATE *****

RQCNSN 5AS0474          RQMOSE 63Z          RQMGAU  63          RQCMAA V

LOC   FRANKFURT   GM  UNTCA  FS          DML          SCE          DMSL   BFC          RQSRCE  E
*****

RQPLSN   8  _          RQSQIE  O  _          RQASIE 00/_/_/_/_          _ / _ / _ / _

RQLIC    YY  _          RQLLPR  00  _          RQLRPR  00  _          RQLSPR  00  _

RQSTE    O  _          RQEXCL  Y  _          RQSPRO  Y  _          RQTYPE  I  _

RQPSIR    E  _          RQPSST  F  _          RQPPSR  Y  _          RQRGDS  _ _ _ _

RQAPID    I  _          RQRRD  0207  _          RQPOSN  YY  _          RQDTVL  L2  _ _

RQUPC G861A  _          RQPRTY C5  _          SI E
TO CREATE OR MODIFY SPECIAL INSTRUCTIONS ENTER A "C" OR "M" IN SPEC INST.
DELETE DATA ENTER AN "*" IN THE FIELD THAT YOU WANT TO DELETE
PRESS ENTER TO CONTINUE, F1 FOR HELP, F2 TO POST, OR F3 TO RETURN
DISPLAYING RECORDS 00001 OF 00046 RECORDS.          WHERE NEXT -  _
```

THE DETAILED REPORT SCREEN CAN DISPLAY ONE RECORD AT A TIME. IT ALSO DISPLAYS MORE INFORMATION THAN ANY OF THE OTHER REPORT FORMATS.

SCREEN INSTRUCTIONS:

"SI: ON THE BOTTOM OF THE SCREEN, IS AN OPTION TO CREATE OR MODIFY THE SPECIAL
" INSTRUCTIONS FOR THIS RECORD. ENTER A "C" OR "M" IN THE SPEC INSTR
" FIELD. PRESS THE "ENTER" KEY AND THE SPECIAL INSTRUCTION MODIFY SCREEN"
(ZJU-RM7) FOR THAT RECORD IS DISPLAYED. REVIEW AND UPDATE THE SPECIAL
INSTRUCTIONS FOR THIS RECORD AND YOU WILL BE TRANSFERRED BACK TO THIS
SCREEN WITH THE NEXT RECORD.

DOUBLE ENTRY: TO UPDATE ELEMENTS A DOUBLE ENTRY MAY BE REQUIRED. PRESS THE
" "ENTER" KEY AND IF THERE ARE NO ENTRIES ON THE SCREEN, THE NEXT RECORD"
" WILL BE DISPLAYED. OTHERWISE, ALL ENTRIES WILL BE EDITED AND THE SCREEN"
" WILL BE DISPLAYED. PRESS THE "F2" FUNCTION KEY TO POST THE CHANGES. IF"
" CHANGES ARE MADE AFTER THE INITIAL ENTRY OF DATA, ALL ENTRIES WILL BE"
" RE-EDITED AND THE "F2" FUNCTION KEY MUST BE PRESSED TO POST THESE"
CHANGES.

"RQSTE: AGAIN, THERE ARE SPECIFIC EDIT RULES FOR RQSTE. RQSTE VALUE "U" CAN"
" ONLY BE CHANGED TO "B" OR "V". RQSTE VALUE "V" CAN ONLY BE CHANGED TO"
" "B" OR "W". RQSTE VALUE "W" CAN ONLY BE CHANGED TO "B" OR "O".

DISPLAY RECORD COUNT: LOCATED ON THE BOTTOM OF THE SCREEN IS A MESSAGE TELLING
" YOU EXACTLY WHAT RECORDS YOU ARE REVIEWING (EXAMPLE, 15 OF 56 RECORDS)."
" AT THE END OF THE QUERIED RECORDS, A MESSAGE "ALL DISPLAYED" IS SHOWN."
" PRESS THE "F4" FUNCTION KEY TO SEE THE PREVIOUS RECORD THAT HAD NOT"
" BEEN MODIFIED OR PRESS "ENTER" AND YOU WILL BE RETURNED TO THE SEARCH"

CRITERIA SELECTION SCREEN (ZJU-RM1).

TOGGLE: ANOTHER OPTION AVAILABLE TO YOU IS TO TOGGLE TO THE ONE-LINE REPORT BY
" PRESSING THE "F7" FUNCTION KEY OR TO THE SHORT REPORT BY PRESSING THE "
" "F5" FUNCTION KEY."

"DELETE DATA (*): ONLY USE ASTERICKS (*) TO DELETE THE RQASIE (2, 3, AND/OR 4), "
RQRGDS AND RQPOSN. ALL OTHER REQUISITION FIELDS ON THIS SCREEN WILL
REQUIRE A VALID VALUE TO OVERRIDE THE EXISTING ONE."

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "
" "ENTER" KEY."

(RM7) MODIFY REQUISITIONS

```
ERM7 MODIFY REQUISITIONS          UNCLASSIFIED          11:43    10/DEC/01    ZJU-RM7
***** SPECIAL INSTRUCTIONS UPDATE *****
  RQCNSN    RQUPC    RQSTE    RQRRD    RQPRCE    RQTYPE          LOCNM
  5AS0474    G861A      O      0207    63Z5000YY      I      FRANKFURT      GM
***** SPECIAL INSTRUCTIONS (SI) *****
SI ZZ      ORG SI  _      TEXT          QUERY TEMPLATE (Y/N) _
EARLY REPORTING IS AUTHORIZED AND HIGHLY ENCOURAGED.

DO YOU WANT TO FIND OUT:

THE LOCATION OF YOUR ASSIGNMENT?
HOW TO GET IN CONTACT WITH YOUR SPONSOR?
HOW TO REQUEST SPECIFIC INFORMATION?
WHERE TO FIND HELPFUL WEB SITES ON THE INTERNET?

THEN GO TO HTTPS://WWW.SGATE.HQUSAREUR.ARMY.MIL.  ENTER YOUR SSN,
DATE OF BIRTH AND PMOS TO ACCESS THE PREMIER SPONSORSHIP
PROGRAM IN USAREUR!

PAGE 01  OF 01  FOR SI CODE 01 OF 01  NEXT PAGE (N/P) _ NEXT SI (N/P) _
PRESS ENTER TO CONTINUE, F1 FOR HELP, F2 TO POST, OR F3 TO RETURN
                                           WHERE NEXT - _
```

THE SPECIAL INSTRUCTION UPDATE SCREEN DISPLAYS ONE RECORD (A SPECIAL INSTRUCTION) AT A TIME. THERE CAN BE AN ORGANIZATION SPECIAL INSTRUCTION (ORG SI) THAT IS ATTACHED TO THE UNIT IDENTIFICATION CODE (UIC). THIS TYPE OF SI CANNOT BE DELETED OR MODIFIED IN THE ASSIGNMENT OR REQUISITION SUBSYSTEM.

THE UPPER SECTION OF THE SCREEN SHOWS REQUISITION DATA PERTAINING TO THE RECORD.

"THE LOWER SECTION OF THE SCREEN SHOWS THE SI CODE (SPECIAL INSTRUCTION CODE), "INCLUDING THE ORG SI CODE. ALSO, THE SI TEXT FOR THE PARTICULAR REQUISITION" RECORD.

USER IS NOT TO USE THE SYMBOLS (<>) IN THE SI TEXT. THE USER WILL HAVE TO "SPELL THE "LESS THAN" AND THE "GREATER THAN" INDICATORS OUT."

"IF THE SI TEXT EXCEEDS 1106 CHARACTERS, THE USER MUST POST THAT PAGE, THEN PUT "AN "N" IN THE "NEXT PAGE (N/P) - " INPUT FIELD (LOCATED AT THE BOTTOM OF THE "SCREEN) FOR AN ADDITIONAL PAGE AND PRESS THE "ENTER" KEY."

TO TOGGLE BETWEEN PAGES:

#NAME?

"- PRESS THE "ENTER" KEY AND THE "F2" FUNCTION KEY TO COMPLETE AND POST SI."

"- GO TO THE "NEXT PAGE (N/P) -" INPUT COMMAND AND TYPE "N" (FOR NEXT PAGE) AND "PRESS THE "ENTER" KEY. THIS WILL TAKE YOU TO THE NEXT PAGE."

"- IF YOU NEED TO RETURN TO PAGE 1, YOU MUST FIRST PRESS THE ""ENTER"" KEY, THEN
"THE ""F2"" FUNCTION KEY TO SAVE THE SI TEXT WHICH YOU HAD JUST TYPED IN. IF YOU
"FAIL TO POST THE SPECIAL INSTRUCTIONS, ALL WILL BE LOST. GO TO THE ""NEXT PAGE"
"(N/P) -"" INPUT FIELD AND TYPE ""P"" (FOR PREVIOUS PAGE) AND PRESS THE ""ENTER"
KEY"

"OR PRESS THE ""F4"" FUNCTION KEY (RETURN TO PREVIOUS PAGE)."

"TO TOGGLE BETWEEN SI: AT THE BOTTOM OF THE SCREEN, IT SHOWS YOU HOW MANY PAGES"
AND HOW MANY SI THERE ARE FOR THE REQUISITION (EXAMPLE: PAGE 1 OF 1 FOR SI
"CODE 01 OF 02). IF YOU NEED TO SEE THE SECOND SI, GO TO THE ""NEXT SI (N/P) -""
"INPUT FIELD AND TYPE ""N"" AND YOU WILL BE TAKEN TO THE NEXT SI TO REVIEW. IF"
"YOU NEED TO GO BACK TO THE OTHER SI, TYPE ""P"" IN THE INPUT FIELD, AND YOU WILL"
BE TAKEN TO THE PREVIOUS SI.

"THE ""SHIFT"" KEY AND ""F8"" FUNCTION KEY - OR - ""F18"" FUNCTION KEY =
REMOVES"

" THE USER FROM THE SCREEN, IT DELETED THE '---' SPECIAL INSTRUCTION CODE AND"
" SPECIAL INSTRUCTION TEXT THAT THE USER WAS CREATING. IMPORTANT: THE ""F2""
" FUNCTION KEY MUST NOT HAVE BEEN PRESSED. IT CANNOT DELETE IF THE ""F2""
FUNCTION KEY HAS BEEN PRESSED.

""ZZ"" SICODE: 'ZZ' IS NOT CONSIDERED AN SI TEMPLATE. IT IS AN SI CODE THAT"
ALLOWS FREE FLOWING TEXT WITHOUT EDITS. SINCE THE TEXT IS NOT USED ON A
" CONSTANT BASES LIKE A TEMPLATE, IT IS NOT STORED ON THE SI TEMPLATE"
DATABASE.

DELETING AN SI: IF THE USER NEEDS TO DELETE A SPECIAL INSTRUCTION. THESE ARE
THE FOLLOWING INSTRUCTIONS:

"- ENTER AN ASTERISK ""*"" IN THE FIRST POSITION OF THE SICODE INPUT FIELD."

"- PRESS THE ""ENTER"" KEY. A MESSAGE WILL BE DISPLAYED ON LINE 24 OF THE"
"SCREEN, IT WILL READ: SICODE -- HAS BEEN SUCCESSFULLY DELETED."

""QUERY TEMPLATE (Y/N) -"" TO QUERY THE SPECIAL INSTRUCTION TEMPLATE:"

"- TAB TO THE ""QUERY TEMPLE (Y/N) "" INPUT FIELD AND TYPE ""Y"" FOR YES."

"- PRESS THE ""ENTER"" KEY. YOU WILL BE TAKEN TO THE SI TEMPLATE QUERY SCREEN"
(ZJU-TR1).

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE"
""ENTER"" KEY."

(RP1) REQ PER HISTORY QUERY

ERP1 REQ PER HISTORY QUERY UNCLASSIFIED 11:05 10/DEC/01 ZJU-RP1
***** RECORD SELECTION *****

ENTER ONE OR MORE SOCIAL SECURITY NUMBERS (SSN)

_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

S PLEASE SELECT AN OUTPUT LOCATION.

S. SCREEN DISPLAY E. EMAIL F. FTP L. LOCAL M. MAIN R. REMOTE

1 ENTER THE NUMBER OF COPIES

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT

WHERE NEXT - ____

THE PURPOSE OF THIS SCREEN IS TO QUERY BY SOCIAL SECURITY SECURITY NUMBER (SSN)
"A HISTORICAL SNAPSHOT OF REQUISITIONS APPLIED AGAINST THE SOLDIER, PERSONNEL"
"INFORMATION, AND THE SELECTION OF AN OUTPUT LOCATION."

ENTER ONE OR MORE SSN(S) IN THE INPUT FIELD(S) IN THE UPPER PORTION OF THE
SCREEN. THERE ARE FIELDS FOR INPUT OF UP TO SIXTY THREE (63) SSNS.

"THE "SELECT AN OUTPUT LOCATION" INPUT FIELD AT THE LOWER PORTION OF THE SCREEN"
"DEFAULTS TO AN "A" FOR TERMINAL DISPLAY. ENTER "B" FOR REMOTE PRINTER, OR
"C"
"FOR LOCAL PRINTER, OR "D" FOR THE MAIN PRINTER. THE MAIN PRINTER IS NOT"
AVAILABLE TO FIELD USERS.

"HARDCOPY REPORTS: TO GENERATE HARDCOPY COPY REPORTS, SELECT "B", "C", OR"
"D" AS AN OUTPUT LOCATION, PRESS THE 'ENTER' KEY AND THE ONELINE REPORT"
SCREEN WILL BE DISPLAYED.

"AT THE BOTTOM OF THE SCREEN, OVERLAY THE "1" WITH THE NUMBER OF HARDCOPY"
"REPORTS DESIRED, IF IN EXCESS OF ONE (1). PRESS "ENTER" TO CONTINUE OR "F3"
TO EXIT.

(RP2) REQ PER HISTORY QUERY

ERP2 REQ PER HISTORY QUERY PRIVACY ACT INFO 11:18 10/DEC/01 ZJU-RP2
***** ONE LINE REPORT *****
TO REVIEW DETAILED HISTORICAL PERSONNEL ASSIGNMENT DATA ENTER A "Y" IN DTL.

SSN: XXXXXXXXXX NAME: SMITH JOE

			RQ				RQ			
DTL	RQCNSN		PRTY	DTLMOD	OPLMOD	INTRDT	STE	RQPRCE	ORDTGC	RQRSN
—	9J200006A393	993	A2	000713	LR-4175	000111	L	63Z5000YY	000620	
—	9J200006A393	994	A2	000713	LR-4177	000111	L	63Z5000YY	000620	
—	9J200006A393	995	A2	000707	LR-4175	000111	L	63Z5000YY	000620	
—	9J200006A393	996	A2	000606	KC-4155	000111	L	63Z5000YY	000620	
—	9J200006A393	997	A2	000111	ZJUA9PSQ	000111	L	63Z5000YY	000620	
—	9J200006A393	998	A2	000104	AMLEH3673		F	63Z5000YY	000620	

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN

 SCROLL UP/DOWN: _ NEXT SSN: _ WHERE NEXT - _
DISPLAYING REQUISITION 0001 THRU 0006 OF 0006 FOR SSN 01 OF 02 SSN(S)

THE REQUISITION PERSONNEL HISTORY ONE LINE REPORT SCREEN DISPLAYS UP TO FOURTEEN RECORDS.

THE SOLDIER'S SSN AND NAME ARE DISPLAYED IN THE UPPER PORTION OF THE SCREEN.

"THE LEFT SIDE OF THE SCREEN HAS AN INPUT FIELD TITLED "DTL" (DETAILED). OTHER "FIELDS DISPLAYED ARE RQCNSN (REQUISITION CONTROL AND SERIAL NUMBER), RQSQNR" (REQUISITION SEQUENCE NUMBER), DTLMOD (DATE LAST MODIFIED), OPLMOD (OPERATOR "ID LAST MODIFIED), RQSTE (REQUISITION STATUS), RQPRCE (REQUISITION POSITION "REQUIREMENT CODE ENLISTED), ORDTGC (ON-ORDERS PRESCRIBED REPORTING DATE), AND "RPRSN (REQUISITION ACTION REASON). ALL RECORDS ARE DISPLAYED BY RQSQNR IN DESCENDING ORDER.

"ENTER A "Y" IN ONE OR MORE "DTL" INPUT FIELDS AND PRESS "ENTER" TO DISPLAY "PERSONNEL INFORMATION APPLICABLE THAT RQCNSN AND THE SOLDIER. PRESS "ENTER" AGAIN AND SIMILAR DATA WILL BE DISPLAYED FOR THE NEXT SEQUENCE NUMBER OF THE "SAME/NEXT RQCNSN. AFTER ALL SELECTED RQCNSN/RQSQNR HAVE BEEN REVIEWED, PRESS " "ENTER" AND THIS SCREEN BE DISPLAYED AGAIN. PRESS "ENTER" AND THE RECORD "SELECTION SCREEN WILL BE DISPLAYED.

"IF OPTION "B", "C" OR "D" WERE SELECTED ON THE RECORD SELECTION SCREEN" (HARDCOPY REPORT OUTPUT LOCATIONS) ENTER "Y" IN DESIGNATED "DTL" INPUT FIELDS "AND PRESS "ENTER" TO RUN THE REPORT(S)."

AT THE BOTTOM OF THE SCREEN ARE INPUT FIELDS THAT WILL HELP YOU MOVE THROUGH THE SSN STACK IF MORE THAN ONE SSN WAS ENTERED ON THE RECORD SELECTION "SCREEN. ENTER A "U" IN THE "SCROLL UP/DOWN" INPUT FIELD AND PRESS ENTER TO "DISPLAY THE FIRST SSN AND APPLICABLE DATA. ENTER A "D" TO DISPLAY THE LAST SSN "AND APPLICABLE DATA. ENTER A "N" IN THE "NEXT SSN" INPUT FIELD TO DISPLAY THE "NEXT SSN AND APPLICABLE DATA; ENTER A "P" TO DISPLAY THE PREVIOUS SSN AND DATA.

(RP3 REQ PER HISTORY QUERY

```
ERP3 REQ PER HISTORY QUERY      PRIVACY ACT INFO      11:21      10/DEC/01      ZJU-RP3
***** PERSONNEL RELATED DATA *****
      SSN              NAME          PMOSEN      PLVLSN      CTSQIE      CTASIE      CTLANG      SMOSEN
XXXXXXXXXX      SMITH JOE          63Z          8          V          00          EN

RQCNSN      RQSQNR      RQPRTY      DTLMOD      RQMOSE      RQPLSN      RQSQIE      RQASIE      RQLIC      RRRD
9J200006A393 993          A2          000713      63Z          8          O          00          YY          0006

      RQSTE      RQRSN      DDPSTA      OPLMOD      PSIC      RLRPR      SLSPR      RLSPR      MEL      MES
      L          F          LR-4175      E          00          00          T          1

SSNSPS      MPCSP      DODSPS      MARST      YMEEFM      PRMOSE      CURUIC      CNTCTZ      DTETS      ENLCMT
                        M          WAQRAA      US          090430

DTLAPC      AEA      YMAEAT      DROS      DEROS      RQPCSC      BASD      TOSAD      ACACNB
000531      L          950905      PJUC      830426      Z          CTOS

HAAPIN      HBASMT      ASCO

INTRDT: 20000111  CURDML: 3ID      ORSAP: OA/15/  CONAP:
PRESS ENTER TO CONTINUE, F1 FOR HELP, F3 TO RETURN, OR F8 FOR MORE DATA
RETURN TO ONE LINE REPORT: _      WHERE NEXT - _
      DISPLAYING REQUISITION 0001 OF 0006 FOR SSN 01 OF 02 SSN(S)
```

"THE REQUISITION PERSONNEL HISTORY DETAILED REPORT SCREEN, PAGE 1 PROVIDES A"
"SNAPSHOT OF PERSONNEL DATA PERTAINING TO THE SELECTED "RQCNSN""

"PRESS THE "F8" FUNCTION KEY TO TOGGLE TO PAGE 2 OF THE DETAILED REPORT SCREEN"
IF ADDITIONAL REQUISITION INFORMATION IS DESIRED.

"ENTER A "Y", IN THE "RTN TO ONE LINE REPORT INPUT FIELD, PRESS "ENTER", AND"
THE ONE LINE REPORT SCREEN WILL BE DISPLAYED SHOWING THE CURRENT STACK OF
"RQCNSN(S)""

(RP4) REQ PER HISTORY QUERY

```
ERP4 REQ PER HISTORY QUERY          UNCLASSIFIED      11:24   10/DEC/01   ZJU-RP4
***** REQUISITION DATA *****
RQCNSN      RQSQNR  RQPRTY  DTLMOD  RQMOSE  RQPLSN  RQSQIE  RQASIE      RQLIC  RQAP
9J200006A393 993      A2    000713  63Z      8        O    00          YY    I

  RQSTE      RQRRD      RQEXCL      RQTYPE      RQSRCE      RQSPRO      RQLLPR      RQLRPR      RQLSPR
    L        0006        C          I          E          Y          00          00          00

  RQPSIR      RQPSST      RQPPSR      RQCYIN      RQMGAU      RQCMMA      RQSUDT      RQDTVL
    Y          Y          Y          Y1          63          V          Y6

          RQPRIT      RQPOSN      RQRGDS      RQRUIC      RQNPCY      ORDTGC      SSN
          A2          YY          RQRGDS      RQRUIC      RQNPCY      000620      XXXXXXXXX

***** REQUISITION RELATED ORGANIZATION DATA *****
RQUIC      MTOENM - DESIGT      LOCATION      ZIP-APO      ARALOC
W0VA3D      0003 IN DIV REPL DET      FT STEWART      GA      31314      1

  UNTCA      DML          DMSL      RGUN      CIMFLG      PPG          UMRPT      UMDPT      UMACD
          DML          DMSL      RGUN      CIMFLG      PPG          UMRPT      UMDPT      UMACD
                      09

PRESS ENTER TO CONTINUE, F1 FOR HELP, F3 TO RETURN, OR F8 FOR MORE DATA
RETURN TO ONE LINE REPORT: _ WHERE NEXT - _
      DISPLAYING REQUISITION 0001 OF 0006 FOR SSN 01 OF 02 SSN(S)
```

"THE REQUISITION PERSONNEL HISTORY DETAILED REPORT SCREEN, PAGE 2 IS DIVIDED" INTO AN UPPER AND LOWER SECTION. THE UPPER SECTION CONTAINS REQUISITION RELATED DATA AND THE LOWER SECTION DISPLAYS REQUISITION RELATED ORGANIZATION DATA.

"PRESS THE "F4" FUNCTION KEY TO VIEW THE PREVIOUS RECORD (RQSQNR). IF ONLY" ONE (1) RQSQNR WAS QUERIED, PAGE 1 OF THE DETAILED REPORT SCREEN OF THE" CURRENT RECORD WILL BE DISPLAYED.

TO TOGGLE TO PAGE 1 OF THE DETAILED REPORT SCREEN OF THE CURRENT RECORD" PRESS THE "F8" FUNCTION KEY."

"PRESS "ENTER" AND PAGE 1 OF THE NEXT RECORD (RQCNSN/RQSQNR) WITH A "Y" IN" THE "DTL" INPUT FIELD WILL BE DISPLAYED. IF ALL SELECTED RECORDS HAVE BEEN" REVIEWED, THE ONE LINE REPORT SCREEN WILL BE DISPLAYED."

"ENTER "Y" IN THE "RTN TO ONE LINE REPORT SCREEN", PRESS "ENTER" AND THE ONE" LINE REPORT SCREEN WILL RETURN DISPLAYING THE CURRENT STACK OF RQSQNR(S).

(RQ1) REQUISITION QUERY

ERQ1 REQUISITION QUERY		UNCLASSIFIED		10:47	10/DEC/01	ZJU-RQ1	
***** REQUISITION QUERY SEARCH CRITERIA SELECTION *****							
***** ENTER UP TO SIXTEEN (16) CONTROL AND SERIAL NUMBERS (RQCNSN) *****							
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
***** - OR - ENTER SINGLE VALUES AND/OR RANGES *****							
RQCNSN _____	_____	RQMAE __ __	YMRQC	RQCYIN __ __			
RQMOSE ____	RQPLSN __ __	RQSQIE __	RQASIE ____	RQLIC ____			
UNTCA ____	DML _____	DMSL _____	RQRGDS _____	RQUPC _____			
RQSTE __ __	RQEXCL __	RQSPRO __	RQAPID __	RQTYPE __			
RQCMFE ____	RQTRTY __	RQPSIR __	RQRRD _____	RQPRTY __ __			
SORT SELECTION (YES/NO/RQCNSN) N				RQCMAS __			
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO EXIT					WHERE NEXT - ____		

ZJURQP1

THIS SCREEN PROVIDES USERS THE CAPABILITY TO QUERY REQUISITIONS BY CONTROL AND SERIAL NUMBERS, SINGLE VALUWS AND/OR RANGES."

THE REQUISITION QUERY SCREEN (ZJU-RQ1) IS DIVIDED INTO TWO SECTIONS. THE UPPER SECTION HAS SIXTEEN REQUISITION CONTROL AND SERIAL NUMBERS (RQCNSN) INPUT FIELDS. THE LOWER SECTION PROVIDES INPUT FIELDS TO SELECT QUERIES BASED UPON SINGLE VALUES AND/OR RANGES. DECIDE WHAT SECTION OF THE SEARCH CRITERIA SELECTION SCREEN YOU ARE GOING TO USE. DATA CANNOT BE ENTERED IN BOTH SECTIONS "OF THE SCREEN. IF DATA IS ENTERED IN BOTH, AN ERROR MESSAGE WILL BE DISPLAYED."

SCREEN INSTRUCTIONS:

- RQCNSN: ENTER A VALID RQCNSN. THE SYSTEM WILL SEARCH FOR AND DISPLAY THE REQUISITION RECORD WITH THAT RQCNSN. UP TO 16 DIFFERENT RQCNSN MAY BE ENTERED.
- SINGLE VALUE AND/OR RANGES: ENTER A VALID VALUE OR RANGE FOR ONE OR MORE REQUISITION DATA FIELDS. THESE DATA ELEMENTS AND DATA CHAINS ARE CONTAINED IN THE REQUISITION DATABASE DATA REQUIREMENTS DOCUMENT.
" ALSO, THE KEYVALUE FUNCTION (HK) CONTAINS CODES AND VALUES. THIS"
" SECTION OF THE SCREEN ALLOWS YOU TO RANGE OR SPAN ELEMENTS RQCNSN,"
" RQMAE, YMRQC, RQCYIN, RQSTE, AND RQPLSN. ENTER ONLY THE RQPUD"
VALUE IN THE RQUPC (THE 3 CHARACTER UIC); ALL APPROPRIATE RQDDS WILL BE INCLUDED FOR THAT RQPUD WITHIN THE QUERY.
- SORT: THE SORT SELECTION OPTION IS LOCATED AT THE BOTTOM OF THE SCREEN"
" AND IS DEFALUTED TO "N". ENTER A "Y" IN THE SORT SELECTION INPUT FIELD IF SORTING IS DESIRED. PRESS THE "ENTER" KEY AND THE SORT SELECTION SCREEN (ZJU-RQ2) WILL BE DISPLAYED. ENTER A "R",

PRESS ""ENTER"" AND THE SYSTEM WILL SORT BY RQCNSN. PRESS ""ENTER""
AND THE SORT SELECTION SCREEN WILL BE BYPASSED AND OUTPUT WILL NOT BE
SORTED.

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE"
""ENTER"" KEY."

(RQ2) REQUISITION QUERY

```
ERQ2 REQUISITION QUERY          UNCLASSIFIED          10:49   10/DEC/01   ZJU-RQ2
***** SORT SELECTION SCREEN *****
ENTER 1 (UP TO 5) IN THE BOX NEXT TO THE VARIABLE TO IDENTIFY THE PRIORITY
SORT SEQUENCE.  VALUE "1" INDICATES THE VARIABLE TO BE USED FOR HIGHEST
LEVEL SORT, VALUE "2" WILL INDICATE THE NEXT LEVEL OF THE SORT, ETC.

SEQUENCE    VARIABLE          SEQUENCE    VARIABLE          SEQUENCE    VARIABLE
  _         RQCNSN             _         RQPRTY             _         RQPMAE
  _         RQMOSE             _         RQPLSN             _         RQSQIE
  _         RQASIE             _         RQLIC              _         UNTCA
  _         DML                _         DMSL              _         RQRGDS
  _         RQUPC              _         RQSTE             _         RQRRD
  _         RQCYIN             _         RQTYPE            _         RQCMFE
  _         YMRQC
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN      WHERE NEXT - _
```

THIS SCREEN GIVES YOU THE CAPABILITY OF DETERMINING THE ORDER IN WHICH A QUERY IS TO BE DISPLAYED.

SCREEN INSTRUCTIONS:

ENTER THE NUMBER (S) 1 AND UP TO 5 NEXT TO THE APPROPRIATE VARIABLE TO INDICATE "THE ORDER IN WHICH OUTPUT IS TO BE SORTED. PRESS THE "ENTER" KEY TO CONTINUE." "FOR EXAMPLE, RQRRD IS "1" AND RQPLSN IS "2". THE OUTPUT IS SORTED FIRST BY RQRRD AND THEN WITHIN RQRRD BY RQPLSN. (NOTE: IF ANY NUMBER IS GREATER THAN "1 IS ENTERED, ALL NUMBERS WITHIN THAT RANGE MUST BE ENTERED. FOR EXAMPLE, IF 3 "IS USED, 1 & 2 MUST ALSO BE ENTERED.)"

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE " "ENTER" KEY."

(RQ3) REQUISITION QUERY

```
ERQ3 REQUISITION QUERY          UNCLASSIFIED      10:51   10/DEC/01   ZJU-RQ3
***** DISPLAY SELECTION SCREEN *****

THE SEARCH HAS FOUND   00046 RECORDS.

3   PLEASE SELECT A DISPLAY MODE AND ENTER OPTION IN THE BOX AT LEFT.

1. DETAILED          2. SHORT          3.ONE-LINE          9. EXIT SCREEN

S   PLEASE SELECT AN OUTPUT LOCATION.

S. SCREEN DISPLAY   E. EMAIL   F. FTP   L. LOCAL   M. MAIN   R. REMOTE

1 ENTER THE NUMBER OF COPIES

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN      WHERE NEXT - ____
```

THIS SCREEN PROVIDES OPTIONS FOR SELECTING REPORT FORMATS IN WHICH THE QUERY WILL BE PRESENTED.

THE NUMBER OF RECORDS FOUND WILL APPEAR IN THE UPPER LEFT PORTION OF THE SCREEN.

SCREEN INSTRUCTIONS:

"REPORT TYPE OPTION: THE DEFAULT VALUE OF ""3"" IS INSERTED IN THE REPORT TYPE" INPUT FIELD. CHANGE THE REPORT TYPE IF DESIRED.

"THREE FORMAT OPTIONS ARE PROVIDED ON THIS SCREEN: DETAILED (1), SHORT (2), AND ON-LINE (3). THE DETAILED REPORT DISPLAYED REPORT DISPLAYS ONE RECORD AND THE MOST INFORMATION. THE SHORT REPORT DISPLAYS THREE RECORDS AND DISPLAYS LESS INFORMATION THAN THE DETAILED REPORT, BUT MORE THAN THE ON-LINE REPORT." "THE ONE-LINE REPORT DISPLAYS FOURTEEN RECORDS, DISPLAYS LESS INFORMATION, AND" "ALLOWS INPUT IN DATA ELEMENTS ""DTL"" AND ""SI"". THE ONE-LINE REPORT IS USEFUL" "WHEN REVIEWING LARGE NUMBERS OF RECORDS. TO EXIT, ENTER A ""9"" AND THE PROGRAM" WILL RETURN TO THE SEARCH CRITERIA SCREEN (ZJURQ1).

"OUTPUT DESTINATION: THE DEFAULT IS ""A"" TERMINAL DISPLAY. THESE MAY BE CHANGED" AS DESIRED.

"THE MAIN PRINTER ""D"" IS NOT AVAILABLE FOR THE FIELD."

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE" ""ENTER"" KEY."

(RQ4) REQUISITION QUERY

ERQ4 REQUISITION QUERY UNCLASSIFIED 10:53 10/DEC/01 ZJU-RQ4
***** ONE LINE REPORT *****

DTL	SI	RQCNSN	PRTY	STE	RQPRCE	PLSN	RQUIC	EXCL	RQRRD	LOCATION	
—	E	5AS0474	C5	O	63Z5000YY	8	WG861A	Y	0207	FRANKFURT	GM
—	E	5DU0000	C5	O	63Z5000YY	8	WBZDAA	C	0209	RHINE ORD BRKS	GM
—	E	6ES0307	C5	O	63Z5000YY	8	WA6Z1A	Y	0207	RHEIN MAIN AFB	GM
—	E	6ES0308	C5	O	63Z5000YY	8	WA6Z1A	Y	0207	RHEIN MAIN AFB	GM
—	E	6ETA581	C5	O	63Z5000YY	8	WA6Z1A	Y	0208	RHEIN MAIN AFB	GM
—	E	6EW0439	C5	O	63Z5000YY	8	WA6Z1A	Y	0211	RHEIN MAIN AFB	GM
—	E	6EW0440	C5	O	63Z5000YY	8	WA6Z1A	Y	0211	RHEIN MAIN AFB	GM
—	E	6EW0441	C5	O	63Z5000YY	8	WA6Z1A	Y	0211	RHEIN MAIN AFB	GM
—	E	6EX0303	C5	O	63Z5000YY	8	WA6Z1A	Y	0212	RHEIN MAIN AFB	GM
—	E	6EX0304	C5	O	63Z5000YY	8	WA6Z1A	Y	0212	RHEIN MAIN AFB	GM
—	E	6EX0305	C5	O	63Z5000YY	8	WA6Z1A	Y	0212	RHEIN MAIN AFB	GM
—	E	6EY0280	C5	O	63Z5000YY	8	WA6Z1A	Y	0301	RHEIN MAIN AFB	GM
—	E	6EY0281	C5	O	63Z5000YY	8	WA6Z1A	Y	0301	RHEIN MAIN AFB	GM
—	E	6KS0330	B4	O	63Z5000YY	8	WHP7AA	Y	0207	CP COINER	KS

IF YOU WISH TO REVIEW A SPECIAL INSTRUCTION ENTER A "Q" IN SI. TO VIEW MORE
REQUISITION DATA ENTER A "Y" IN DTL.

PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN

RECORD DESIRED: _____ WHERE NEXT - ____

DISPLAYING RECORDS 00001 THRU 00014 OF 00046 RECORDS.

THE ONE-LINE SCREEN DISPLAYS UP TO FOURTEEN RECORDS.

SCREEN INSTRUCTIONS:

"DTL: THE LEFT SIDE OF THE SCREEN HAS AN INPUT FIELD TITLED "DTL" (DETAILED).
" PLACE A "Y" IN ONE OR MORE DTL INPUT FIELDS, PRESS "ENTER" AND THE
DETAIL REPORT SCREEN (ZJU-RQ6) WILL BE DISPLAYED FOR EACH RECORD. PRESS
" "ENTER" AND THE NEXT RECORD WILL BE DISPLAYED. REVIEW THE LAST RECORD,
" PRESS "ENTER", AND THE SYSTEM WILL DISPLAY THE ZJU-RQ4 SCREEN WITH THE
NEXT SET OF FOURTEEN RECORDS.

"SI: NEXT TO DTL IS A COLUMN ENTITLED "SI" (SPECIAL INSTRUCTIONS). AN "E"
" IS DISPLAYED WHERE SPECIAL INSTRUCTIONS EXIST. PLACE A "Q" IN THE SI
" INPUT FIELD TO QUERY. PRESS "ENTER" AND THE SPECIAL INSTRUCTION REPORT
SCREEN (ZJU-RQ7) WILL BE DISPLAYED. AFTER REVIEWING THE LAST RECORD
" PRESS "ENTER" AND THE NEXT SCREEN WILL BE SHOWN DISPLAYING THE NEXT SET
OF FOURTEEN RECORDS.

NOTE: ONLY ONE INPUT FIELD (DTL OR SI) CAN BE SELECTED FOR DISPLAY. IF BOTH
" ARE QUERIED, AN ERROR MESSAGE WILL BE DISPLAYED."

"TOGGLE: TOGGLE TO THE DETAILED REPORT BY PRESSING THE "F7" FUNCTION KEY OR TO
" THE SHORT REPORT BY PRESSING THE "F6" FUNCTION KEY."

RECORDS DESIRED: HIGHLIGHTED AT THE BOTTOM OF THE SCREEN IS AN INPUT FIELD
" TITLED "RECORD DESIRED". INDICATE THE NUMBER OF THE RECORD DESIRED,
" PRESS THE "ENTER" KEY AND THAT NUMBERED RECORD WILL BE DISPLAYED AS THE
FIRST OF FOURTEEN RECORDS.

" THE MESSAGE ""ALL DISPLAYED"" WILL BE HIGHLIGHTED WHEN ALL RECORDS HAVE"
" BEEN DISPLAYED. PRESS THE ""F4"" FUNCTION KEY TO SEE ALL PREVIOUS RECORDS"
" OR PRESS THE ""ENTER"" KEY AND YOU WILL BE RETURNED TO THE DISPLAY"
SELECTION SCREEN (ZJU-RQ3).

"YOU MAY ALSO USE THE ""WHERE NEXT"" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION."
"FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE ""PQ"" AND PRESS THE"
""ENTER"" KEY."

(RQ5) REQUISITION QUERY

```
ERQ5 REQUISITION QUERY                UNCLASSIFIED        10:55  10/DEC/01  ZJU-RQ5
***** SHORT REPORT *****

DTL  SI  RQCNSN  RQSTE  RQPRCE  RQPLSN  RQUIC  RQEXCL  RQRRD  LOCATION
_    E   5AS0474  O    63Z5000YY  8    WG861A  Y    0207 FRANKFURT  GM
RQAPID RQSPRO RQDTVL RQPSIR RQPSST RQPPSR UNTCA DML DMSL RQMGAU DISTBR
I      Y      L2      E      F      Y      FS  SCE BFC  63  TAPC-EPS-C
*****

DTL  SI  RQCNSN  RQSTE  RQPRCE  RQPLSN  RQUIC  RQEXCL  RQRRD  LOCATION
_    E   5DU0000  O    63Z5000YY  8    WBZDAA  C    0209 RHINE ORD BRKS  GM
RQAPID RQSPRO RQDTVL RQPSIR RQPSST RQPPSR UNTCA DML DMSL RQMGAU DISTBR
I      Y      L2      Y      Y      Y      CB  CIC LFY  63  TAPC-EPS-C
*****

DTL  SI  RQCNSN  RQSTE  RQPRCE  RQPLSN  RQUIC  RQEXCL  RQRRD  LOCATION
_    E   6ES0307  O    63Z5000YY  8    WA6Z1A  Y    0207 RHEIN MAIN AFB  GM
RQAPID RQSPRO RQDTVL RQPSIR RQPSST RQPPSR UNTCA DML DMSL RQMGAU DISTBR
I      Y      L2      Y      Y      Y      EB  END E17  63  TAPC-EPS-C
*****
TO REVIEW SPECIAL INSTRUCTIONS ENTER A "Q" IN SI
TO VIEW MORE REQUISITION DATA ENTER A "Y" IN DTL      RECORD DESIRED: _____
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN  WHERE NEXT - ____
      DISPLAYING RECORDS 00001 THRU 00003 OF 00046 RECORDS.
```

ZJURQP5

THE SHORT REPORT SCREEN DISPLAYS UP TO THREE RECORDS.

SCREEN INSTRUCTIONS:

"ON THE LEFT SIDE OF THE SCREEN ARE TWO INPUT FIELDS TITLED "DTL" AND "SI". "PLACE A "Y" IN EACH DTL FIELD AND THE DETAIL REPORT SCREEN (ZJU-RQ6) FOR EACH "OF THESE RECORDS WILL BE DISPLAYED. PLACE A "Q" IN THE SI INPUT FIELDS AND" THE SPECIAL INSTRUCTIONS REPORT SCREEN (ZJU-RQ7) WILL BE DISPLAYED. AFTER REVIEWING THE DETAILED OR SPECIAL INSTRUCTION REPORTS YOU WILL BE TRANSFERRED BACK TO THIS SCREEN (ZJU-RQ5). AT THE BOTTOM OF THE SCREEN A MESSAGE WILL BE DISPLAYED INDICATING WHAT RECORDS ARE BEING REVIEWED.

"PRESS "ENTER" TO SEE THE NEXT SET OF RECORDS. THE MESSAGE "ALL DISPLAYED" WILL "BE HIGHLIGHTED WHEN ALL RECORDS HAVE BEEN DISPLAYED. PRESS THE "F4" FUNCTION" KEY TO SEE THE PREVIOUS RECORDS OR PRESS "ENTER" AND YOU WILL BE RETURNED TO" THE DISPLAY SELECTION SCREEN (ZJU-RQ3). ANOTHER OPTION AVAILABLE IS TO TOGGLE "TO THE ONE-LINE REPORT BY PRESSING THE "F6" FUNCTION KEY OR TO THE DETAIL" REPORT BY PRESSING THE "F5" FUNCTION KEY. THE RECORD DESIRED OPTION IS" ALSO AVAILABKE ON THIS SCREEN.

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE" "ENTER" KEY."

(RQ6) REQUISITION QUERY

```
ERQ6 REQUISITION QUERY                UNCLASSIFIED      10:56   10/DEC/01   ZJU-RQ6
***** REQUISITION DATA *****
RQCNSN  RQPRTY  RQCMFE  RQMOSE  RQPLSN  RQSQIE  RQASIE  RQLIC  RQAPID
5AS0474   C5      63     63Z     8       0     00/ / /    YY    I

RQSTE   RQRRD   RQEXCL  RQTYPE  RQSRCE  RQSPRO  RQLLPR  RQLRPR  RQLSPR
O       0207    Y       I       E       Y      00     00     00

RQPSIR   RQPSST  RQPPSR  RQCYIN  RQMGAU  RQCMAS  DTLMOD  RQSUDT  DISTBR
E         F      Y      G3      63      V     011204  TAPC-EPS-C

RQDTV L  RQPRIT  RQPOSN  RQRGDS  RQRUIC  RQNPCY
L2       C5      YY

***** REQUISITION RELATED ORGANIZATION DATA *****
RQUIC      MTOENM - DESIGT      LOCATION      ZIP-APO      ARALOC
WG861A     0005 SC REPL DET      FRANKFURT      GM      09212

UNTCA      DML      DMSL      RGUN      CIMFLG  PPG      UMRPT      UMDPT      UMACD
FS         SCE      BFC                      05

TO REVIEW SPECIAL INSTRUCTIONS ENTER A "Q": E
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN
RECORD DESIRED: _____ WHERE NEXT - ____

DISPLAYING RECORD 00001 OF 00046 RECORDS.
```

THE DETAILED REPORT SCREEN (ZJU-RQ6) DISPLAYS ONLY ONE RECORD. THIS REPORT DISPLAYS THE MOST INFORMATION OF ANY OF THE REPORT FORMATS.

SCREEN INFORMATION:

"AT THE BOTTOM OF THE SCREEN, A MESSAGE TELLS EXACTLY WHAT RECORD IS REVIEWED" "OUT OF THE SET. PRESS THE "ENTER" KEY TO SEE THE NEXT RECORD OR PRESS THE "F4" " "FUNCTION KEY TO SEE THE PREVIOUS RECORD. AFTER THE LAST RECORD IS VIEWED, THE" "MESSAGE "ALL DISPLAYED" WILL BE HIGHLIGHTED. PRESS "ENTER" AND THE DISPLAY" SELECTION SCREEN (ZJU-RQ1) WILL BE DISPLAYED. ANOTHER OPTION AVAILABLE IS TO "TOGGLE TO THE ONE-LINE REPORT BY PRESSING THE "F7" FUNCTION KEY OR TO THE SHORT" "REPORT BY PRESSING THE "F5" FUNCTION KEY."

"ALSO AT THE BOTTOM OF THE SCREEN, IS AN INPUT FIELD TITLED "TO VIEW SPECIAL" "INSTRUCTIONS ENTER A "Q" - ". IF YOU PLACE A "Q" IN THAT INPUT FIELD, A" SPECIAL INSTRUCTION REPORT SCREEN (ZJU-RQ7) WILL BE DISPLAYED FOR THIS RECORD. ONCE THE SPECIAL INSTRUCTIONS FOR THIS RECORD HAS BEEN VIEWED YOU WILL BE "TRANSFERRED BACK TO THE NEXT DETAILED REPORT RECORD. ENTER A "Q" IN THIS" "INPUT FIELD, PRESS "ENTER" AND REVIEW THE SPECIAL INSTRUCTIONS WITH THIS" REQUISITION.

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." "FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE" "ENTER" KEY."

(RQ7) QUERY REQUISITIONS

```
ERQ7 QUERY REQUISITIONS          UNCLASSIFIED          10:58  10/DEC/01  ZJU-RQ7
***** REQUISITION DATA *****
  RQCNSN    RQUPC    RQSTE    RQRRD    RQPRCE    RQTYPE          LOCNM
  5AS0474    G861A      O    0207    63Z5000YY      I    FRANKFURT      GM
***** SPECIAL INSTRUCTIONS (SI) *****
SI      ORG SI NI      TEXT
STRONGLY ENCOURAGE ALL SOLDIERS PLAY AN ACTIVE AND CONCERNED ROLE IN THE .....
EXCEPTIONAL FAMILY MEMBER PROGRAM (EFMP) SCREENING PROCESS CONDUCTED IN CON-...
JUNCTION WITH OVERSEAS MOVEMENT. SOLDIERS MUST ENSURE THAT MEDICAL AND EDUCA-
TIONAL SCREENING IS ACCOMPLISHED SO THAT THEIR FAMILY MEMBERS' SPECIAL NEEDS...
(IF NECESSARY) ARE ADDRESSED BEFORE ARRIVING IN THE OVERSEAS COMMAND, PARTIC-..
ULARLY EDUCATIONAL SCREENING. A THOROUGH SCREENING ELIMINATES POTENTIAL PROB-.
LEMS AND SIGNIFICANTLY REDUCES FAMILY STRESS WHEN PREPARING FOR OVERSEAS.....
MOVEMENT. AGAIN, BE INVOLVED IN THE EFMP SCREENING PROCESS. YOU OWE IT TO.....
YOUR FAMILY.

PAGE 01  OF 01  FOR SI CODE 01 OF 02  NEXT PAGE (N/P) _ NEXT SI (N/P) _
PRESS ENTER TO CONTINUE, F1 FOR HELP, OR F3 TO RETURN

WHERE NEXT - _
```

ZJURQP7

THE SPECIAL INSTRUCTIONS SCREEN (ZJU-RQ7) DISPLAYS ONE RECORD OF SPECIAL INSTRUCTION AT A TIME.

THE UPPER SECTION OF THE SCREEN SHOWS REQUISITION DATA FOR THE RECORD. THE LOWER SECTION SHOWS SPECIAL INSTRUCTION CODE (SICODE) AND THE SPECIAL INSTRUCTION TEXT (SITEXT).

SCREEN INSTRUCTIONS:

"IF THERE ARE NUMEROUS PAGES OF SI GO TO THE "NEXT PAGE (N/P) " INPUT FIELD" AND ENTER "N" FOR THE NEXT PAGE OR "P" FOR THE PREVIOUS PAGE WITHIN THAT SPECIAL INSTRUCTION.

IF THERE ARE TWO (2) OR MORE SPECIAL INSTRUCTIONS FOR THAT REQUISITION; GO TO THE "NEXT SI (N/P) " INPUT FIELD AND ENTER "N" FOR THE NEXT SPECIAL INSTRUCTION, AND IF YOU NEED TO GO BACK AND READ THE PRIOR SI THEN ENTER "P" FOR THE PREVIOUS SPECIAL INSTRUCTION.

"RECORD DESIRED: AT THE BOTTOM OF THE SCREEN, A MESSAGE WILL DISCLOSE THE "NUMBER OF THE PAGE/RECORD, THEN THE TOTAL NUMBER OF SI CODES (PAGE 01 OF 01 FOR SI CODE 01 OF 02).

"YOU MAY ALSO USE THE "WHERE NEXT" INPUT FIELD TO TAKE YOU TO ANOTHER FUNCTION." FOR EXAMPLE, IF YOU WANT TO GO TO THE PERSONNEL QUERY, TYPE "PQ" AND PRESS THE "ENTER" KEY."

